

MONTHLY MEMBER CONTRIBUTION REMITTANCE PROBATE JUDGES ON SALARY

Judicial Retirement Fund of Alabama
P. O. Box 302150 ♦ Montgomery, AL 36130-2150
334-517-7000 or 877-517-0020
www.rsa-al.gov

For Month Ending: _____ County: _____

Member Name: _____ Social Security No. _____ - _____ - _____

1. (\$ _____) x (_____ %) = \$ _____
Annual Salary Rate Annual Contribution

2. (\$ _____) ÷ 12 = \$ _____
Annual Contribution Monthly Contribution

If Salary Change Occurs During Monthly Reporting Period – As shown above, determine the monthly contribution based on the previous annual salary. Based on the current annual salary as of the last day of the reporting period, calculate as follows:

A. Previous Monthly Contribution x No. Days Previous Salary in Effect = \$ _____

B. Current Monthly Contribution x No. Days Previous Salary in Effect = \$ _____

C. \$ _____ A + \$ _____ B = \$ _____
Contribution for Month

Certification of Remitter

STATE OF _____ COUNTY OF _____

Before me, the undersigned authority in and for said county in said State, personally appeared

_____, who being by me first duly sworn, deposes and says the following:
Name

I hereby certify that the above calculation and remittance of member contribution for the indicated month with respect to said Probate Judge compensated by salary is based upon the total compensation and salary or other remuneration payable to said judge for duties performed as same for the reporting period. Sworn to and subscribed before me this _____ day of _____, 20 ____.

Signature of Notary Public _____

Instructions:

- Contribution for Probate Judges on Salary** – Probate Judges who are members of the Judicial Retirement Fund and compensated by salary, must contribute six percent (6%) of their annual compensation. This contribution is payable in equal monthly installments.
- Salary Increases** – When a salary increase is granted during a month, the contribution for the reported month is calculated by determining a monthly contribution based on both the previous annual salary and new annual salary. Then the proportional amounts attributable to the part of the month worked under each annual salary rate should be added to determine that month's contribution.
- Certification of Remitter** – The County Commission of a Probate Judge compensated by salary is required to make the appropriate deductions and remit same monthly to the Judicial Retirement Fund. The certification must be made by an appropriate county official other than the Probate Judge. (**Note:** The certification requires that the declarant affirms that the contribution is based on total compensation of the member for the reporting period.)
- Remittance Payee, Deadlines, and Interest** – All remittances must be made payable to the **Judicial Retirement Fund** and mailed to the address above.

Remittances are due to the Judicial Retirement Fund on or before the first day of the month immediately following each reporting period. Remittances received after the due date will be subject to an additional interest payment based on the amount of regular contribution and the average rate of interest earned on invested assets of the fund.