

# Pension E-News



January 15, 2021

CTPF is committed to doing our part to stop the spread of COVID-19. For the health, safety, and wellbeing of all CTPF Members, the Fund continues to deliver all member services remotely. Our Member Services counselors are taking calls in "real time" during normal business hours. The physical office remains closed to all but essential employees whose duties cannot be performed offsite. In-person services and counseling are suspended until it is safe to resume these operations.

**Holiday Office Closing:** The office will be closed on Monday, January 18, 2021, for the Martin Luther King, Jr. Holiday, and will reopen at 8:00 a.m. on Tuesday, January 19.



## 2020 1099-R Mailing

Form 1099-R reports the distribution of pension benefits. CTPF will mail a 2020 Form 1099-R to all retired members by January 31, 2021. The forms will also be available for download from *myCTPF*, the Member Self Service Portal, see below for more information.



### Security Enhancement

As an added security measure, Social Security numbers on 1099-R forms will be truncated (\*\*\*-\*\*-1234). Replacing the first five numbers with asterisks will help protect member personal identifying information in accordance with Internal Revenue Service protocols. The electronic Form 1099-R sent to the Internal Revenue Service will include the full nine-digit Social Security number for matching purposes.

## Register Today!

### *myCTPF* Member Self-Service Portal Now Available

CTPF has launched its new Self-Service Portal, *myCTPF*, and hundreds of members have already signed up for this convenient option.

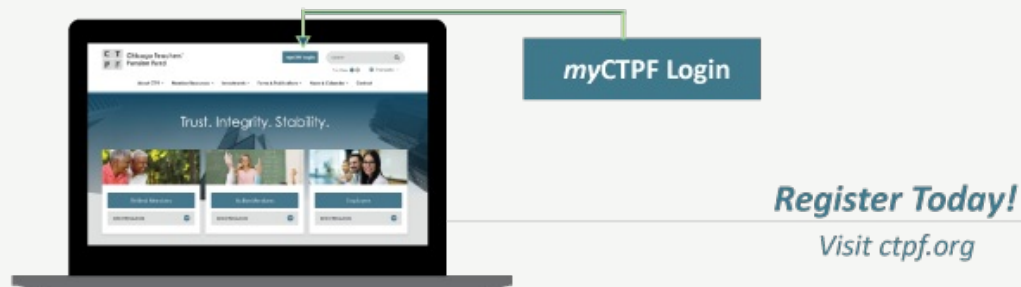
Members who register for *myCTPF* create their own unique User ID and password. Once an account is created, members can use *myCTPF* to securely access CTPF documents and information. Registered members can:

- View address/contact information on file with CTPF.
- Retirees can view and download a 1099-R and pay advice(s).
- Active and inactive members can view and download their annual Member Statement.



*myCTPF* is available to all CTPF members who complete the one-time registration process.

Members will access the system from a "button" at [ctpf.org](http://ctpf.org), and must have their CTPF Member ID to register. Two-factor authentication ensures secure access. Active members can find their CTPF Member ID on the Member Statement. Retirees can find their Member ID on a pay advice from the Fund.



## 2021 Retirement Webinars

If you're considering retirement in 2021, we invite you to join the Chicago Teachers' Pension Fund (CTPF) for a retirement webinar. These webinars provide retirement information, including a general overview of the CTPF and CPS retirement processes. Webinars will include time for Q&A to help answer your questions.



### Monday, February 15, 2021

Webinar | 9:00 a.m. or 1:00 p.m.

Register by February 5th to receive a pension estimate in time for the webinar.

### Tuesday, March 30, 2021

Webinar | 9:00 a.m. or 1:00 p.m.

Register by March 19th to receive a pension estimate in time for the webinar.

Registration for all webinars opens on Monday, January 4, 2021, at 9:00 a.m. Register at [ctpf.org/calendar](http://ctpf.org/calendar).

### Estimates





Members who register in advance (see deadlines above) will receive a pension estimate delivered electronically via secure email. Please make sure your email address is up-to-date by calling Member Services at 312.604.1400.

### Submit Forms Electronically

During the pandemic, U.S. Mail processing is delayed. Send benefit applications, forms, and documents by fax 312.641.7185 or email an attachment (.pdf or .jpg format) to [imaging@ctpf.org](mailto:imaging@ctpf.org) to ensure processing. After documents are sent via fax or e-mail please send the originals to CTPF.

## CTPF COVID-19 Information & Resources

CTPF has created our COVID-19 Response website [ctpf.org/covid-19](https://ctpf.org/covid-19). This website link provides you with CTPF up-to-date information on the Fund's operations during the pandemic.

	<p><b>Call or Email Member Services</b></p> <p>While CTPF remains closed to all but essential employees, new software makes it possible for Member Services counselors to resume answering calls in "real time," and to provide all call center functions. Calls will be answered during normal business hours, 8:00 a.m. until 5:00 p.m., Monday through Friday. Members who need assistance should call 312.641.4464 or email <a href="mailto:memberservices@ctpf.org">memberservices@ctpf.org</a>.</p>
	<p><b>Submit Documents Electronically</b></p> <p>U.S. Mail processing has been delayed due to the pandemic. Currently, members should anticipate at minimum a two-week delay in the processing of documents sent via U.S. mail. CTPF strongly encourages all members to submit benefit applications, forms, and documents by fax 312.641.7185 or email an attachment (.pdf or .jpg format) to <a href="mailto:imaging@ctpf.org">imaging@ctpf.org</a> to ensure prompt processing.</p>
	<p><b>Help with Scanning</b></p> <p>Need to scan a document to email to CTPF but you don't have a scanner? A printer or smartphone scanning app or smartphone camera can help you get the job done. <a href="#">Click here</a> for more information on scanning.</p>
	<p><b>Remote Notary Available</b></p> <p>CTPF now offers remote notarization for CTPF documents. Members who would like to use remote notary services should call 312.641.4464 or email <a href="mailto:Memberservices@ctpf.org">Memberservices@ctpf.org</a>, and request a video conference for notarization. <a href="#">Find more information here.</a></p>

## CALENDAR OF EVENTS

All current meeting dates, office information, and upcoming event information can be found on the CTPF Calendar at [ctpf.org/calendar](https://ctpf.org/calendar).

### STAY CONNECTED & SPREAD THE WORD

While we must be physically apart, we will continue to email regularly to keep you updated on the ever-evolving situation. CTPF will continue to share information at [ctpf.org](https://ctpf.org) on social media, in E-Lerts, and in E-News. We also encourage you to connect with CTPF on social media; many of CTPF's more than 88,000 members are active on either Facebook, Twitter, and LinkedIn. Please consider forwarding this email to a friend who may be a fellow member. Register for email updates [here](#).



Forward to a Friend

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