

# Lapp

# Retirement Checklist



- Confirm your personal details with us online or by phone;
- Choose a retirement date;  
(3–6 months in the future)
- Notify your employer if you're still contributing to LAPP;
- Send in your retirement application;  
(2–3 months before your retirement date)
- After you receive your package, read it, choose your pension option, and sign the *Declaration of Pension Partner Status*;
- Send in your completed forms; and  
(1–2 months before)
- Receive your first pension payment.  
(within 30 days of your retirement date)

## Tools and information to Help You Along the Way

### Thinking of Retiring?

- Try the Pension Projection Calculator within *Your Pension Profile* by visiting [lapp.ca](http://lapp.ca) where you'll find a login button at the top right; and
- Discover things to consider when choosing your retirement date at [lapp.ca/whentoretire](http://lapp.ca/whentoretire).

### Ready to Retire?

- There are videos explaining your pension options at [lapp.ca/videolibrary](http://lapp.ca/videolibrary); and
- Free commissioner for oaths service for pension forms available at our Edmonton office.

### Retired Life

- Pension payments are made the second last business day of each month; and  
(except December when payments are made before the 25th)
- Get answers to common questions after retirement at [lapp.ca/retiredlife](http://lapp.ca/retiredlife).