

MEMORANDUM

TO: ALL MUNICIPALITIES

FROM: ROBERT L. RUST, ADMINISTRATIVE DIRECTOR

RE: YEAR-END MEMBER STATEMENTS

DATE: MARCH 3, 2006

We will no longer send out year-end member statements in early March, due to our new software program. We will begin sending out **FISCAL YEAR-END** member statements with balances as of **JUNE 30, 2006**. These statements will be sent to the municipalities after the June 2006 monthly reports have been posted to the members' accounts.

Should anyone need to update any information on their account, such as address change, beneficiary change, etc., please have them complete a personal history update form. This form can be printed off our website, www.mersla.com. If the member needs an up-to-date balance on their account, we will be glad to mail it to them.

Please note that all changes or requests for information must be received by this office via a written request signed by the member.