



## Classified Retirement Notification

Employee Benefits Department  
Knox County Schools  
P.O. Box 2188  
Knoxville, TN 37901-2188

To Whom It May Concern:

Please accept this notification as my commitment to retire on the date listed below, in order to receive retirement benefits. I understand that this notification form cannot be rescinded without approval of the Superintendent.

My retirement date is: \_\_\_\_\_

This date is the last day I am scheduled to work for Knox County Schools. I further understand that I **MUST** contact the Knox County Retirement office to request and complete all necessary retirement paperwork. (865) 215-2323 or [retirement@knoxcounty.org](mailto:retirement@knoxcounty.org)

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Employee Number or SS Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employment Place or School

\_\_\_\_\_  
Position Held

As a retired employee, I would be willing to accept temporary employment with Knox County Schools. Please note: The Knox County Retirement and Pension Board requires prior authorization before a retiree may return to employment provided the retired member has been retired for at least 120 days. Please check one of the following:

\_\_\_\_\_ YES, I would accept temporary employment with KCS

\_\_\_\_\_ NO, I would not accept temporary employment with KCS

**\*Knox County Government officially retires you the first day of the month following your last KCS check. You can contact them at 865-215-2323 or email [retirement@knoxcounty.org](mailto:retirement@knoxcounty.org).**