



BETTY T. YEE
California State Controller
Division of Accounting and Reporting

October 28, 2016

SUBJECT: 2015-16 Public Retirement Systems Financial Transactions Report

Dear Retirement Administrator:

This letter provides information regarding the 2015-16 Public Retirement Systems Financial Transactions Report (FTR). Government Code (GC) section 7504 requires the completed financial reports and audited financial statements of each retirement system to be submitted to the State Controller's Office (SCO) within six months of the close of the fiscal year. For defined benefit plans, an actuarial valuation report is also required at least every three years.

The financial reports are due December 30, 2016. Please submit the following documents:

- Financial Transactions Report
- Audited Financial Statements
- Actuarial Valuation Report (if applicable)

Please visit http://www.sco.ca.gov/ard_locinstr_retirement_forms.html for the electronic reporting program, paper reporting forms, instructions, and information. Local Government Reporting staff is available if you need assistance downloading the electronic reporting program.

If you have any questions or need assistance with downloading the electronic reporting program, please contact the Local Government Reporting Section at LGRsupport@sco.ca.gov or (916) 322-9672.

Sincerely,

(Original signed by)

RENEE HSZIEH, Manager
Local Government Reporting Section