



Retirement Form

Congratulations on your upcoming retirement! This is an important milestone and your service and the work you have contributed is greatly appreciated. This form serves as notification to the BART Benefits team and your supervisor/manager of your intent to retire. Submission of this form is a required step in the retirement process. We wish you all the best in your new chapter of life!

Name: _____

BART Employee ID Number: _____

Last Day of Employment: _____

First Day of Retirement (*day after last day of employment*): _____

Signature: _____

Submit this form to your supervisor/manager directly and to the Benefits team by email to benefits@bart.gov or fax to (510) 464-7618.

As a reminder, you must be employed with BART for at least five years and meet CalPERS retirement eligibility requirements to service retire. Additionally, you must submit a [retirement application](#) to CalPERS to inform them of your upcoming retirement and make relevant retirement elections.