



**National Active and Retired Federal Employees  
Spokane – Chapter 32**

*(NARFE: Advocates for the earned benefits of Active Federal Employee & Retirees)*

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**PLANNING YOUR FEDERAL RETIREMENT  
PRE-RETIREMENT WORKSHOP  
FOR  
FEDERAL EMPLOYEES**

**WORKSHOP CONTENT:** This comprehensive two-day workshop is designed to provide you with current information to maximize your federal retirement benefits and to plan for a satisfying retirement. Workshop content will include personal planning, federal retirement, federal insurance, including Federal Employees Group Life Insurance (FEGLI), Federal Employees Health Benefits (FEHBP), and Long-Term Care Insurance; Thrift Savings Plans (TSP); Social Security; Estate Planning; and NARFE. Presenters are recognized experts in their respective fields.

**DATE AND LOCATION:** May 22 & 23, 2023 (8:00 AM – 4:30 PM, daily) Federal Retirement Workshop will be held in the lower commons meeting room, at the Community of Christ Church, 11515 E Broadway, (Broadway and Bowdish) Spokane Valley, WA. Free parking. Bring lunch, or there are several restaurants within a mile.

**WHO SHOULD ATTEND:** All federal employees should begin planning their retirement early in their careers. These workshops are especially useful for those within 5 to 10 years of retirement. Spouses are encouraged to attend.

*\*\* To assist with calculation of your retirement benefits, bring your latest Social Security earnings statement & a recent federal pay sub. (Personal financial documents will not be examined by anyone without the holder's consent.)*

**REGISTRATION FEE:** Cost is \$125.00 per person. \$110.00 for NARFE members or Spouses. Fee includes reference handbook for use in workshop and later referral. Payment must be received prior to the workshop. If your agency is paying, please complete & provide billing information.

**ADVANCED REGISTRATION IS REQUIRED AS CLASS SIZE IS LIMITED:** To register see your Human Resources or agency training officer and complete & submit the attached application.

**CANCELLATION:** Advanced payment is fully refundable if notice is given 5 days prior to the workshop. No refunds for cancellations will be made after that date.

**FOR ADDITIONAL INFORMATION CONTACT:**

Kathy Brooks, Chair  
Phone: 509-954-6719  
E-Mail: [narfe0032@gmail.com](mailto:narfe0032@gmail.com)

**Please enroll me in the May 22 & 23, 2023 Retirement Workshop:**

May 22 – 23, 2023     \$125.00 Employee     &110.00 NARFE Member     \$110.00 Spouse  
 FERS Employee     CSRS Employee     Bill my agency (Information attached)

Enrollees' Name \_\_\_\_\_ Agency: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Mail Completed form to: NARFE Workshop                    or E-Mail to: [narfe0032@gmail.com](mailto:narfe0032@gmail.com)  
                                 C/O Kathy Brooks  
                                 P. O. Box 4592  
                                 Spokane, WA 99220

Please make check payable to: NARFE Seminars

**Agency Billing Information**

Per your request, your agency will be billed for your registration approximately 15 – days prior to the workshop. Please provide the following information:

Send Invoice To: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
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                                 \_\_\_\_\_  
E-Mail: \_\_\_\_\_