

Email Message – June 27, 2025

**TO:** Certifying Officers of Public Employees' Retirement System (PERS) and Police and Firemen's Retirement System (PFRS) Participating Local Employers

**FROM:** New Jersey Division of Pensions & Benefits (NJDPB)

**SUBJECT: Employer Retroactive Salary Bill for Annual Pension Contribution**

The Employer Retroactive Bill and Invoice for 2025 is now available to PERS and PFRS local employers from the NJDPB.

Please be advised that the Employer Retroactive Salary Bill and Invoice are only available online — ***paper invoices are no longer mailed.***

To access the Employer Retroactive Salary Bill and Invoice for 2025, log on to your location in the Employer Pensions and Benefits Information Connection (EPIC).

On the EPIC Home Page, click the "Employer Appropriations Bill" button. From the Employer Appropriations application menu, click on "Employer Retro Salary Bill." You can view and print your location's 2025 Employer Retroactive Salary Bill and Invoice.

**Note:** If you are the Certifying Officer for more than one retirement system or multiple reporting locations, you must log on to each assigned location in EPIC to view or print that location's Employer Retroactive Salary Bill and Invoice.

From the Employer Retroactive application menu, you can make your required payment through buttons linked to the Transmittal Electronic Payment System (TEPS). Payment is due upon receipt.

If you need additional information about using EPIC or the online Employer Appropriations application, see the EPIC user information at:  
[www.nj.gov/treasury/pensions/epic-register.shtml](http://www.nj.gov/treasury/pensions/epic-register.shtml)

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