

To: Watertown Retirement Board
P.O. Box 199
149 Main Street
Watertown, MA 02471-0199

Ladies & Gentlemen:

At this time I am unable to locate my Certificate of Membership in the Watertown Retirement System.

If and when I am able locate it, I will return it to the office of the Watertown Retirement Board.

Thank you.

Sincerely,

Signature

Street Address

City, State, Zip

Date