



**Purchasing Pension Fund Credit for Prior Service
as a Firefighter or Rescue Squad Worker**

Section A. Tell us about yourself.

FIRST NAME	MI	LAST NAME	SUFFIX	
MAILING ADDRESS			SSN	
CITY	STATE	ZIP CODE	TELEPHONE NO.	MEMBER ID
E-MAIL ADDRESS			DATE OF BIRTH	

What date did you join the department or squad?

CURRENT OR LAST FIRE DEPARTMENT OR RESCUE SQUAD NAME

Section B. Please review the eligibility requirements specified by law for this purchase.

You may be eligible to purchase Firefighters' and Rescue Squad Workers' Pension Fund credit for prior firefighter or rescue squad service if you meet any of the following conditions:

- You had eligible service for the prior year but did not make prior year contributions by the required deadline of March 31 of the following year
 - You had eligible service for the prior year but your prior year contribution was returned to you because it was received by the Pension Fund after the required March 31 of the following year contribution deadline
 - You were a member of an eligible fire department or rescue squad before its participation in the Fund
 - You were previously eligible, but did not choose to join the Pension Fund
 - You had earlier service with a department or squad other than the department or squad through which you joined the Pension Fund
- See Guides below for more information.

Select type of credit to purchase: Unpaid (Prior Year) Contributions
 Prior Year Service Credit

If you do not meet one of the above requirements, do not submit this form.

You cannot purchase service credit for periods which you received a refund of your Pension Fund contributions.

Section C. Please list any periods of prior service which meet the requirements in Section B.

If you have prior service with multiple departments or squads, a separate form should be completed for your prior service with each department or squad.

FIRE DEPARTMENT OR RESCUE SQUAD NAME

Start Date End Date Total Service

You may purchase part of your eligible service as long as the amount you want to purchase is in whole year increments.
If you do not want to purchase all the eligible service, how many years of service do you wish to purchase?

Section D. Please authorize with your signature the preparation of a cost statement.

I certify that I have read the Guides. I certify that the period(s) I gave in Section C meets the eligibility requirements stated in Section B. I certify that the information I have provided herein is accurate to the best of my knowledge and belief.

Signature _____ Date _____

Please continue to the next page



**Purchasing Pension Fund Credit for Prior Service
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Please give this form to the department or squad for whom you performed service during your eligible period. This department or squad should complete Section E and submit this form to the Pension Fund. After the Pension Fund has received a properly completed form from the appropriate department or squad, the Pension Fund will calculate your cost to purchase this service and will mail you a cost statement with further instructions.

Section E. Department or Squad, please certify prior service.

Check one:

The information in Section C is correct.

The information in Section C does not match the records of our fire department or rescue squad. The member in Section A had prior service for the following period(s):

FIRE DEPARTMENT OR RESCUE SQUAD NAME

Start Date

End Date

Total Service

I certify that the information provided on this form is true and correct to the best of my knowledge.

Signature of Fire Chief or Squad Captain _____

Date _____

Where should we return cost statement?

 to department or squad to member

FIRE DEPARTMENT OR RESCUE SQUAD NAME

ADDRESS

ADDRESS

PHONE NUMBER

Section F. Please submit this form by fax or mail.

Please mail this form to the address below, or fax it to (919) 855-5800

Thank you.**3200 Atlantic Avenue, Raleigh, North Carolina 27604**
1-877-NCSECURE (1-877-627-3287) toll-free
www.myncretirement.com

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Form **349** Guides

Purchasing Pension Fund Credit for Prior Service as a Firefighter or Rescue Squad Worker

Guide A. Why should I purchase prior service credit in the Pension Fund?

In order to receive a monthly lifetime benefit from the Pension Fund, you must be at least age 55 and you must have completed and paid contributions for 20 years. Purchasing your eligible prior service may allow you retire sooner than if you do not purchase your prior service.

Guide B. What types of prior service can be purchased?

You may be eligible to purchase the following types of prior service in the Pension Fund:

- Service as a member of an eligible fire department or rescue squad before its participation in the Fund
- Service during a period if which you were previously eligible, but did not choose to join the Pension Fund
- Earlier service with a department or squad other than the department or squad through which you joined the Pension Fund
- Service for the prior year for which you did not make prior year contributions or your prior year contributions were returned because they were received after March 31

Guide C. Is there any type of prior service that cannot be purchased?

You cannot purchase service credit for periods for which you received a refund of your Pension Fund contributions.

Guide D. Can I purchase both firefighter and rescue squad service?

You may purchase prior service in both a fire department and a rescue squad as long as the service periods do not overlap.

Guide E. How is the cost calculated?

If you are 34 or younger, the cost to purchase prior service is \$10 a month plus interest of an annual rate determined by the Board of Trustees.

If you are 35 or older, the cost is equal to the full actuarial liability.

Guide F. Do I have to purchase all of my prior service or can I purchase just a portion of it?

You may purchase part of your eligible service as long as the amount you want to purchase is in whole year increments. If you do not want to purchase all the eligible service, indicate how many years of service you do wish to purchase in Section C.

Guide G. How do I pay for the purchase?

After you receive the cost statement, if you wish to purchase the service credit, you must pay the cost in a lump-sum payment by attaching your check to a copy of the cost statement and mailing them to our office. We do not accept payment by debit or credit cards. You cannot pay for this purchase using tax-deferred monies from an IRA or other retirement account since all Pension Fund contributions and purchases are made with after-tax monies. Upon making your lump-sum payment, your Pension Fund account will be credited with the purchased contributions and service, and we will send you an acknowledgment letter.

Guide H. Is there a time limit to make the purchase after I receive a cost statement from the Pension Fund?

Yes, you have 90 days to make the purchase at the cost quoted on the cost statement. If you do not make the purchase within 90 days, you can request to have the cost recalculated.

Guide I. If I later decide to receive a refund, will I receive the total amount I paid for the purchase?

Yes, the amount of contributions paid by you including purchase amounts and the amounts paid by others on your behalf into the Fund will be included if you later decide to request a refund of contributions instead of monthly retirement benefits.

Thank you.

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GUIDES