



**Current/Former Spouse's Notification of Application for Refund of Retirement Deductions Under the Federal Employee's Retirement System**

**PRIVACY ACT STATEMENT**

Public Law 99-335, which established current and former spouse notification requirements, authorizes solicitation of this information. This information may be shared with national, state, local, or other charitable or social security administrative agencies to determine and issue benefits under their programs or when they are investigating a violation or potential violation of the civil or

criminal law. Executive Order 9397 (November 22, 1943) authorizes use of the Social Security Number to distinguish between the applicant and people with similar names. Furnishing the Social Security Number, as well as other data, is voluntary, but failure to do so may result in our inability to refund the retirement deductions.

If you apply for a refund of retirement deductions you must notify your current spouse. Also, you must notify any **former** spouse if the following conditions apply:

1. You have 18 months of creditable civilian service; and
2. You were married to the former spouse for at least 9 months.

**PART 1--To Be Completed by Applicant**

**INSTRUCTIONS:** To notify each current or former spouse of your application for a refund of your retirement deductions, complete Part 1 with **your** name, date of birth and Social Security Number and have the current or former spouse complete Part 2. The current or former spouse's signature must be witnessed in Part 3.

You may not be a witness. After Parts 2 and 3 have been completed, the form must be returned to you for attachment to your refund application. *(Use a separate form for current spouse and each former spouse.)*

Name	Date of Birth	Social Security Number
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**PART 2--To Be Completed by Current or Former Spouse**

**INSTRUCTIONS:** Complete Part 2 and have two witnesses complete Part 3 and then return the form to the applicant. Payment of the refund of retirement deductions will end any entitlement you may have to a survivor annuity or portion of any annuity to which the applicant would otherwise have been entitled. If a court order expressly relates to the applicant's retirement deductions and you

believe that payment of the refund would end a court-ordered entitlement you have to a survivor annuity or to a portion of an annuity to which the above-named person is entitled, see the information on the back regarding such court orders. (Complete Part 2 and have the witnesses complete Part 3 even if you are submitting a court order.)

<small>I have read the paragraph above and I understand that the above-named individual is applying for a refund of retirement deductions under the Federal Employees' Retirement System.</small>	Signature <i>(Do Not Print)</i>	Name <i>(Type or Print)</i>	Date Signed
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**PART 3--To Be Completed by Witness**

We, the undersigned, certify that Part 2 of this form was signed by the current or former spouse of the person named in Part 1 in our presence.

Signature	Date Signed	Signature	Date Signed
Name of Witness <i>(Type or print)</i>		Name of Witness <i>(Type or print)</i>	
Address <i>(Number and Street)</i>		Address <i>(Number and Street)</i>	
City, State and ZIP Code		City, State and ZIP Code	

## Information About Sending Court Orders to the Office of Personnel Management (OPM)

If you are legally separated or divorced from the person named in Part 1, you should know that a refund would end your potential entitlement to a survivor annuity and to any portion of any annuity to which the applicant would be entitled. If you have a court order that expressly relates to any portion of the applicant's retirement deductions, **you should send a copy of the court order to OPM with a cover letter giving:**

1. The name, date of birth, and Social Security Number of the person applying for the refund;
2. Your statement that the court order has not been amended, superseded, or set aside;
3. Your name, date of birth, and mailing address; and
4. If the court order states that any payments to you are subject to termination upon your remarriage, a statement that either (1) you have remarried and the date of the remarriage or (2) that you have not remarried and that you will notify OPM within 15 days of a remarriage should you remarry in the future.

If the court order gives you a survivor annuity after the death of the applicant, also attach a copy of your birth certificate, if available.

The court order can be honored **ONLY if it is received before the refund is paid** to the applicant. Payment of the refund will end any entitlement you may have to a survivor annuity or a portion of any annuity to which the applicant would otherwise have been entitled. Payment of the refund will also end any eligibility you may have to coverage under the Federal Employees Health Benefits Program.

Send a copy of the court order and your cover letter to the following address and complete the blocks below:

Office of Personnel Management  
Federal Employees' Retirement System  
Employee Service and Records Center  
ATTN: FERS Refunds  
P.O. Box 200  
Boyers, PA 16020

**NOTE:** A former spouse who remarries before reaching age 55 is not entitled to a survivor annuity. (Termination of the remarriage does not restore a former spouse's entitlement to a survivor annuity.) Remarriage does not affect a former spouse's court-ordered right to receive a portion of an annuity during the annuitant's lifetime, unless the court order provides otherwise.

I believe I have a court order that meets the criteria described above. I am IMMEDIATELY submitting a copy of the court order and the required cover letter to the address provided above.		
Signature <i>(Do Not Print)</i>	Date of Court Order	Date Signed