

APPLICATION FOR RESTORATION OF PENSION SERVICE

Please fill out this form if you wish to receive credited pension service for one of the following:

- a) **Leave Without Pay** – You have been on Leave Without Pay (LWOP) for a single period of at least 14 days, but less than six months, and you wish to receive service credit for the period of time spent away from DeKalb County.
- b) **Purchase of Prior Service** – You were previously employed by DeKalb County and wish to repay contributions that you withdrew from the pension plan.

Please note that you must apply to purchase your pension service within six months of returning to work.

Special Rules Applying to Military LWOP: If your leave without pay was due to time served in the military, you may make up your pension contributions and receive credited service equal to your period of military service up to a maximum of five years. You may repay your contributions over a period equal up to three times your military service, not to exceed five (5) years.

I am applying to the DeKalb County Pension Board to purchase credited pension service from: (select one)

___ Time previously employed with DeKalb County from _____ to _____.
(Enter approximate dates)

___ Time on leave without pay from _____ to _____.
(Enter approximate dates)

Name _____

Employee ID Number _____ SSN _____ - _____ - _____

Department _____ Date Returned To Work _____

Signature _____

Please mail or interoffice this form to:

Clerk of the DeKalb County Pension Board
c/o DeKalb County Finance Department
Risk Management and Employee Services Division
1300 Commerce Drive, 4th Floor
Decatur, GA 30030
(404) 371-2296 Fax: (404) 371-4992