

Oklahoma Police Pension and Retirement System

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SERVICE CREDIT PURCHASE APPLICATION (FOR MILITARY SERVICE UNDER USERRA)
TO BE COMPLETED BY MEMBER

PLEASE READ CAREFULLY BEFORE COMPLETING THIS APPLICATION

To Applicant: The maximum purchase of credited service for military service leave is for five years except:

- Service required beyond five years to complete an initial period of obligated service.
- Service from which a person, through no fault of the person, is unable to obtain a release within the five year limit.
- Required training for reservists and National Guard members.
- Service under an involuntary order to, or to be retained on, active duty during domestic emergency or national security related situations.
- Service under an order to, or to remain on, active duty (other than for training) because of a war or national emergency declared by the President or Congress.
- Active duty (other than for training) by volunteers supporting “operational missions” for which Selected Reservists have been ordered to active duty without their consent.
- Service by volunteers who are ordered to active duty in support of a “critical mission or requirement” in times other than war or national emergency and when no involuntary call up is in effect.
- Federal service by members of the National Guard called into action by the President to suppress an insurrection, repel an invasion, or to execute the laws of the United States.

You are eligible to purchase credited service for purposes of benefit accrual under the Uniformed Services Employment and Reemployment Rights Act of 1994 (“USERRA”) if you are absent from a position of employment because of “service in the uniformed services.” “Service in the uniformed services” means the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority, including:

- Active duty
- Active duty for training
- Initial active duty for training
- Inactive duty training
- Full-time National Guard duty
- Absence from work for an examination to determine a person’s fitness for any of the above types of duty
- Funeral honors duty performed by National Guard or reserve members
- Duty performed by intermittent disaster response personnel for the Public Health Service, and approved training to prepare for such service

For purposes of credited service under USERRA, “uniformed services” consists of the following:

- Army, Navy, Marine Corps, Air Force, or Coast Guard
- Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve, or Coast Guard Reserve
- Army National Guard or Air National Guard
- Commissioned Corps of the Public Health Service
- Any other category of persons designated by the President in time of war or emergency

Please submit a copy of any internal application for reemployment with your Participating Municipality (if available), Historical Payroll Record for Military Service Leave (Form 130) provided by your Participating Municipality, and a copy of your military discharge papers, if not previously submitted.

Member Understandings

I understand the following:

- I may make a lump-sum payment for the cost of the credited service for purposes of benefit accrual, or I may pay this amount through a trustee-to-trustee transfer from a §403(b) annuity, a governmental §457 plan within Oklahoma and/or a §401(a) qualified plan. To select this method of payment, a Trustee-to-Trustee Transfer Form for Purchase of Credited Service (for Military Service Under USERRA)(Form 131) must be submitted.
- I may make installment payments after submitting the Installment Payroll Deduction Form for Purchase of Credited Service (for Military Service Under USERRA) (Form 128).
- The method requested for the purchase of credited service for purposes of benefit accrual shall remain in effect unless notice is provided by submission of a Member Change of Payment for Service Credit Purchase (For Military Service Under USERRA) (Form 132).
- I am responsible for making the payments as indicated below.
- I may purchase credited service for purposes of benefit accrual over a time period equal to three times the period of qualified military service (but not greater than five years).
- If I cease to make payments, terminate, retire or die before completing the payments provided, I shall receive prorated credited service for purposes of benefit accrual for only those payments made.

Section I: Member Information – Please Type or Print Clearly

Member Name _____ SSN _____
 Mailing Address _____
 City, State, Zip _____
 Home Telephone Number () _____ Work Telephone Number () _____
 Participating Municipality _____ Date _____

Section II: Payment Election for Purchase of Credited Service for Purposes of Benefit Accrual

Dates of military service _____ , through _____ .
 Amount of credited service I would like to purchase _____ Years, _____ Months, and _____ Days.
 This represents a purchase of credited service for the time period _____ , through _____ .
 I understand that the purchase price for credited service is \$ _____ .

Purchase payment to be made by:	<input type="checkbox"/> payroll deduction of \$ _____ / pay period. You will need to complete an Installment Payroll Deduction Form (Form 128).	<input type="checkbox"/> Trustee-to-Trustee transfer(s) from my Code §403(b) annuity, governmental 457 plan within Oklahoma or 401(a) qualified plan. You will need to complete a Trustee-to-Trustee Transfer Form (Form 131).
	<input type="checkbox"/> lump-sum payment (by check or money order)	

I certify that information provided above is true and correct.

Member Signature _____ Date _____

PLEASE RETURN THE COMPLETED FORM TO THE OKLAHOMA POLICE PENSION AND RETIREMENT SYSTEM AND GIVE A COPY TO YOUR PARTICIPATING MUNICIPALITY