

DEDHAM RETIREMENT SYSTEM
202 BUSSEY ST., SUITE 101, DEDHAM, MA 02026

***NEW EMPLOYEE
RETIREMENT REGISTRATION***

- 1.) As of April 2, 2012, new member to any Massachusetts Retirement System will be governed under new Pension Reform Regulations, for further information on these changes please visit www.mass.gov/perac.
- 2.) As of January 1, 2000, eligibility for membership in the Town of Dedham Contributory Retirement System for individuals whose employment commences on or after January 1, 2000 shall be based upon regular employment of not less than 20 hours per week per calendar year (1040 hours) or 20 hours per week per school year (800 hours);
- 3.) An employee, who is employed at least 20 hours per week on a permanent basis, shall become a member of the system with creditable service pro-rated to 37-1/2 hours per week as full-time employment;
- 4.) As of January 1, 2001, Employees in permanent positions who work the maximum number of hours established for the position as certified by the Treasurer, Department Head or Board of Selectmen which is equal to or exceeds 20 hours per week or a minimum of 800 hours in a calendar year for at least one (1) calendar year and have met all applicable requirement for membership in the system shall receive full-time credit for that employment as long as the member remains in that position.

If the employee changes positions or employment, the creditable service earned in the prior position will be calculated on a pro-rated basis using an equation established by comparing the number of actual hours worked into the 37 ½ hours per week rationale for the rule.

A 9% retirement deduction will be withheld from all **regular** compensation. Salary in excess of \$576.92 per week, shall have an additional 2% withheld on the overage.

Upon completion of the attached *New Member Enrollment Form*, both front and back, it is necessary to provide the Retirement Board with copy of your birth certificate, a completed SSA-1945 form and, if applicable, a copy of your military discharge (DD214).

PHOTOCOPY OF BIRTH CERTIFICATE REQUIRED

New Member Enrollment Form

Form Last Revised: October, 2001

Retirement Board: Please place your address and phone number here. ▶

DEDHAM RETIREMENT BOARD
202 BUSSEY ST., SUITE 101
DEDHAM, MA 02026
781-326-7693

Employee Name

Last
 First
 M.I.
 Social Security #
 Sex

Address

Street and Number
 City/Town
 State
 Zip
 Phone #

Birth Name or Former Name (if different)
 Date of Birth*
 M S W D
 Marital Status

Spouse's Name
 Spouse's Date of Birth
 # of Children

Agency or Department**
 Title/Position
 Starting Date of Present Service

* The retirement board may request a copy of birth records, military discharge papers and other pertinent data.

** For those retiring from regional or county retirement system, please identify the community.

Are you retired from any other Massachusetts public retirement system? Yes No

Were you ever a member of any other Massachusetts public retirement system? Yes No

List prior or current public retirement system membership:

SYSTEM	DATES OF MEMBERSHIP	ARE YOUR FUNDS STILL ON DEPOSIT?
<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you wish to purchase past creditable service, you must make that request in writing of the relevant retirement system and produce acceptable proof of such service.

Did you ever work for or do you currently work for the Commonwealth or one of its political subdivisions for which you were not/are not a contributing member of a retirement system? Yes No



<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Member's Last Name	First	M.I.	Social Security #

List prior or current employment with the Commonwealth or one of its political subdivisions (Non-membership) :

EMPLOYER	DATES OF EMPLOYMENT
<input type="text"/>	<input type="text"/> to <input type="text"/>
<input type="text"/>	<input type="text"/> to <input type="text"/>
<input type="text"/>	<input type="text"/> to <input type="text"/>
Are you a Veteran?*	<input type="checkbox"/> Yes <input type="checkbox"/> No Dates of Active Duty Service
	<input type="text"/> to <input type="text"/>

* The retirement board may request a copy of birth records, military discharge papers and other pertinent data.

I hereby authorize the Treasurer to withhold the proper percent of my regular compensation due on each pay period and to deposit such deductions to my credit in the annuity savings fund. I understand the full amount of such deductions, with regular interest as provided by law, will be returned to me upon my written request if I terminate my service, unless I plan to accept a position which would entitle me to become a member of any other contributory retirement system in the Commonwealth. In the event that I die before retiring, my beneficiary or beneficiaries may receive survivor benefits or a refund of my accumulated total deductions as allowed by law.

I sign this form under the pains and penalties of perjury. I affirm that the information presented in this form is correct, complete and accurately presented. I understand that giving false or incomplete information may subject me to the loss of my benefits as well as civil and criminal penalties.

Employee's Signature _____ Date: _____

To Be Completed by Payroll/Personnel Department and Verified by Retirement Board:

Check base rate to be deducted for retirement:

5% 7% 8% 9% Additional 2%

If 5% or 7% or 8%, state reason:

Current Rate of Regular Compensation per Pay Period:

Employment Status (Check all that apply):

Permanent Temporary Full-time Part-time: 50% 75% Other _____

Authorized Signature: _____ Date: _____

Print Name

To Be Completed by the Retirement Board:

Membership Date \$ Annual Regular Compensation % to be deducted
 Group Classification

The member must also complete the Beneficiary Selection Form.

Beneficiary Selection Form (If Member Dies Before Retirement)

Form Last Revised: October, 2001

Retirement Board: Please place your address and phone number here. ▶	DEDHAM RETIREMENT BOARD 202 BUSSEY ST., SUITE 101 DEDHAM, MA 02026
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Choice of Beneficiary to Receive a Return of Accumulated Total Deductions at Member's Death

I, (Print Name) , a member of the Retirement System hereby request the Board of Retirement to pay any sum referred to in G.L. c. 32, § 11(2)* due at my death to the following beneficiary or beneficiaries in the proportions designated.

My selection may be superseded by a selection under G.L. c. 32, § 12(2)(d) if I die leaving an eligible spouse who elects to receive a monthly benefit.

I understand that I may change my beneficiary designation at any time prior to my retirement and that upon my retirement, this form becomes void.

*The types of payments covered under G.L. c. 32, § 11(2) include:

- The payment of the accumulated deductions credited to a member's account in the annuity savings fund at the date of death when the member's death occurs prior to his/her retirement.
- The amount of any uncashed checks payable to a member at his or her death.
- Any person or entity may be a beneficiary under G.L. c. 32, § 11(2). Give complete name and address of each beneficiary below:

			Proportion To Be Paid
Name	<input type="text"/> SSN <input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
Name	<input type="text"/> SSN <input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
Name	<input type="text"/> SSN <input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		
Name	<input type="text"/> SSN <input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>		

Member's Signature _____ Date _____

Member's Address



<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Member's Last Name	First	M.I.	Social Security #

To Be Completed by Witness of Choice of Beneficiary of Accumulated Total Deductions.

Signature of Witness _____ Date _____
 Name of Witness (Print) _____

Choice of Option (D) Beneficiary

I, (Print Name) , a member of the Retirement System, hereby nominate the beneficiary * listed below, under the provisions of G.L. c. 32, § 12(2)(d) to receive from the retirement system a benefit equal to the Option (C) retirement allowance which would otherwise have been payable to me in the event that I die before being retired.

I understand that I may change my beneficiary designation at any time prior to my retirement and that upon my retirement this form becomes void.

I understand that this choice of Option D Beneficiary can be superceded if, at my death, I leave a spouse to whom I have been married for over one year and with whom I am living on the date of my death, or if living apart, for justifiable cause as determined by the Retirement Board.

Beneficiary

<input type="text"/>	<input type="text"/>
Name of Eligible Beneficiary	Beneficiary's Relationship to Member
<input type="text"/>	<input type="text"/>
Beneficiary's Date of Birth (Attach birth record)	Beneficiary's Social Security #

Member

Member's Signature _____ Date _____

<input type="text"/>	<input type="text"/>
Member's Street Address	Member's Social Security #
<input type="text"/>	<input type="checkbox"/> <input type="text"/>
City/Town	State Zip

To Be Completed by Witness of Choice of Option D Beneficiary

Witness' Signature _____ Date _____
 Witness' Name (Print)

* An eligible beneficiary is defined under G.L. c. 32, § 12(2)(d) as the spouse, former spouse who has not remarried, child, father, mother, sister or brother of the member.