

**Missouri State Employees' Retirement System**

PO Box 209 • Jefferson City, MO 65102-0209

Phone: (573) 632-6100 • Toll Free: (800) 827-1063

Email: [mosers@mosers.org](mailto:mosers@mosers.org) • Website: [www.mosers.org](http://www.mosers.org)

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# Service Transfer Application 8-Year Transfer Provision in MSEP

Please print. • See reverse side for instructions.

**SECTION A - PERSONAL INFORMATION (MEMBER)****Social Security Number or Member ID****Date of Birth****Name** (last/first/middle)**Mailing Address** (PO or street/city/state/zip)**Work Phone Number****Primary Phone Number** (home/cell)**Email Address****SECTION B - SERVICE TRANSFER**Section 104.800, RSMo allows you to make a one-time transfer **up to eight years** of creditable service to or from any of the retirement plans below. You will forfeit any remaining credit in the plan your service is transferred from. **This provision is not available in the MSEP 2000.**

Creditable Service to Transfer (check one)	Retirement Plan to Receive Transfer (check one)
<b>MOSERS Service as a:</b> <input type="checkbox"/> General State Employee (MSEP service only) <input type="checkbox"/> Administrative Law Judge or Legal Advisor <input type="checkbox"/> Statewide Elected Official <input type="checkbox"/> Judge <input type="checkbox"/> Legislator  <b>MPERS Service as a:</b> <input type="checkbox"/> Highway Patrol Employee (Judge or ALJ only) <input type="checkbox"/> Highway & Transportation Employee (Judge or ALJ only)  <b>PACARS Service</b> <input type="checkbox"/> Prosecuting Attorney <input type="checkbox"/> Assistant Prosecuting Attorney (60% of time spent as prosecuting attorney)	<b>MOSERS</b> <input type="checkbox"/> General State Employees' Plan <input type="checkbox"/> Administrative Law Judges and Legal Advisors' Plan (ALJLAP) <input type="checkbox"/> Statewide Elected Officials' Retirement Plan <input type="checkbox"/> Judicial Plan <input type="checkbox"/> Legislators Retirement Plan  <input type="checkbox"/> <b>MPERS</b>  <input type="checkbox"/> <b>PACARS</b>

**Service start and end dates to be provided below by the retirement system from which you are transferring service.**

Service Start Date	Service End Date

**SECTION C - APPLICANT SIGNATURE**My signature below certifies that I have read this entire *Service Transfer Application* and that I wish to transfer my service credit as indicated above. I understand that: 1) this is a one-time transfer of up to 8 years of service credit from one retirement plan to another, 2) if I had more than 8 years of service credit in the plan from which the service credit will be transferred, any additional service in that plan will be forfeited, and 3) this election is irrevocable once the transfer has been completed.**Signature****Date****SECTION D - RETIREMENT SYSTEM CERTIFICATION**

I hereby certify that the service information listed above for the member is true and correct to the best of my knowledge.

**Printed Name of Certifying Official****Title****Signature of Certifying Official****Date**

Instructions for Completing

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The *Service Transfer Application* is to be completed by you and the previous retirement system from which you wish to transfer prior creditable service. This application must be signed by you and certified by an authorized representative for the retirement system, dated, and delivered to MOSERS. Steps for completing this form are outlined below.

1. Enter your personal information in Section A.
2. Provide your creditable service information in Section B.
  - Indicate the type of service you wish to transfer and the plan you wish to transfer the service into.
  - Send the application to the retirement system from which you are transferring service so they may provide start and end dates for the service being transferred.
3. Sign and date Section C.
4. Verify a certifying official's signature in Section D.
5. Return completed form to MOSERS.