City of Seattle

Seattle City Employees' Retirement System
720 Third Avenue, Suite 1000, Seattle, Washington 98104, Telephone: (206) 386-1293, Fax: (206) 386-1506

Date: _____

Name: _____

Subject: RETIREMENT SYSTEM MEMBERSHIP – EXEMPT EMPLOYEE

As an employee who is exempt from the Civil Service System, you may elect to become a member of the Seattle City Employees' Retirement System. Enrollment in the Retirement System is optional for exempt employees. You may elect membership at any time during your employment with the City. If you elect to become a member, the election is **IRREVOCABLE**, and you cannot reverse that decision in the future.

If you worked for the City as an exempt employee prior to your election to enroll in the Retirement System, you may purchase retirement service credit for that prior time by paying the actuarial cost of the service credit in a lump sum at the time you retire or resign from City employment.

Please complete the form below and return it to the Retirement Office (mail stop PB-10-01). If you need additional information, please contact the Retirement Office at (206) 386-1293.

Please indicate your choice by marking the appropriate box:

- ❑ As an exempt employee, I elect membership in the Seattle City Employees' Retirement System. I understand the election is **PERMANENT and IRREVOCABLE**. I also understand if I have elected membership in the Retirement System, the membership and related contribution deductions will begin as soon as possible.

- ❑ I do not elect membership in the Seattle City Employees' Retirement System at this time.

DATE: _____ SIGNATURE: _____

SS#: _____ DEPT.: _____

EMPLOYEE #:_____ TITLE: _____

DATE OF BIRTH:_____ WK PHONE: _____