

Florida Retirement System  
Information Request



PO Box 9000  
Tallahassee FL 32315-9000  
850 907-6500 Toll Free 844 377-1888

Member Name \_\_\_\_\_ Birth Date \_\_\_\_\_ SSN \_\_\_\_\_

Mailing Address \_\_\_\_\_ Home Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Work Phone \_\_\_\_\_

Spouse/Joint Annuitant Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Relationship \_\_\_\_\_

(This is not an official beneficiary designation for retirement.)

Members of the Florida Retirement System (FRS) can name only a spouse or joint annuitant to receive survivor benefits under option 3 or 4. See the FRS Today booklet for definition of joint annuitant.

**Information Requested**

\_\_\_\_\_ Compute an estimate of benefits based on a termination of employment on \_\_\_\_\_  
Current annual rate of pay \$ \_\_\_\_\_  
Check length of contract or regular work year: \_\_\_\_\_ 9 \_\_\_\_\_ 10 \_\_\_\_\_ 11 \_\_\_\_\_ 12 months

\_\_\_\_\_ Compute Deferred Retirement Option Program (DROP). Begin date \_\_\_\_\_ End date \_\_\_\_\_

**For members employed by educational agencies only:** Your employer must certify that your position meets the definition of instructional personnel under Section 1012.01(2), Florida Statutes, upon entering DROP. Are you currently in such a position?  
Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_ Compute the amount due for:

- \_\_\_\_\_ Leave of absence – Contact your personnel office for form FR-28. Complete the FR-28 and attach to this form.
- \_\_\_\_\_ In-state or out-of-state service – Contact your personnel office for form FR-30. Requirements for purchasing your in-state or out-of-state service (includes federal and non-wartime military service) are listed on the FR-30. Upon receipt of the FR-30 from your former pension system, we will audit your retirement account and advise you of the cost to claim your in-state or out-of-state service.
- \_\_\_\_\_ Military service – Attach a copy of your discharge papers (DD-214 or equivalent) for each period of military service you wish to claim. Requirements for purchasing military service can be found on the form MF-1 or in the FRS Today booklet (available in your personnel office). If you are not eligible to claim your military as active wartime service or as a leave of absence, you may be eligible to claim the service as out-of-state service.
- \_\_\_\_\_ Refunded service – You must be reemployed in a position covered for retirement for one continuous year.

\_\_\_\_\_ Compute my total years of service.

\_\_\_\_\_ Other \_\_\_\_\_

Current Job Title \_\_\_\_\_ Member Signature \_\_\_\_\_ Date \_\_\_\_\_

**Employer Use Only**

Is the member currently on leave of absence? \_\_\_\_\_ Contact person \_\_\_\_\_

List all periods of Workers' Compensation \_\_\_\_\_ Agency No. \_\_\_\_\_

Comments: \_\_\_\_\_ Phone \_\_\_\_\_

Retirement credit for Workers' Compensation is available at no cost to the member. However, restrictions do apply. For a listing of requirements for Workers' Compensation, contact your personnel office and request a copy of Chapter 2, Section I.C. in the *FRS Employer Handbook*.