



# OUT-OF-STATE CREDIT AUTHORIZATION

IMRF Form 6.33 (Rev. 06/09)

INSTRUCTIONS AND REQUIREMENTS ON REVERSE SIDE  
*PLEASE PRINT*

Member's First Name	Middle Initial	Last Name	IMRF Member ID or Last 4 Digits of SSN
Member Mailing Address		City, State, and ZIP	Current Position
Current Employer Name			Employer Number

### Certification by Member

I certify that I was an employee of \_\_\_\_\_,  
Name of Local Government  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Name of State Date Date  
in the position(s) of \_\_\_\_\_  
such service having been covered under \_\_\_\_\_  
Name of Public Employee Pension System  
whose address is \_\_\_\_\_  
Street City State Zip Code  
and that **I have irrevocably forfeited all service credits** in said pension system and am not entitled to benefits of any type  
therefrom. I understand that no service credit will be established under the Illinois Municipal Retirement Fund until I have made the  
required payment to IMRF.

\_\_\_\_\_ Date \_\_\_\_\_ Member's Signature \_\_\_\_\_ Member's Daytime Telephone No.

**This portion of the form is not enterable; must be filled out manually by Governing Body.**

### Certification by Clerk or Secretary of Governing Body

I certify that a regular or special meeting held on \_\_\_\_\_, the \_\_\_\_\_  
Date Name of Governing Body  
of \_\_\_\_\_ authorized the granting of service credits for out-of-state service with  
Name of Governmental Unit  
the out-of-state governmental unit named herein from \_\_\_\_\_ to \_\_\_\_\_ (not to exceed 120  
Date Date  
months for the above named member).

\_\_\_\_\_ Date \_\_\_\_\_ Clerk or Secretary \_\_\_\_\_ Signature

### Illinois Municipal Retirement Fund

2211 York Road, Suite 500, Oak Brook Illinois 60523-2374, 630/368-1010  
Member Services Representatives 1-800/ASK-IMRF (1-800-275-4673)

## OUT-OF-STATE SERVICE CREDIT AUTHORIZATION

### INSTRUCTIONS

#### REQUIREMENTS:

1. The member is actively participating in IMRF and has completed two years of IMRF contributing service.
2. The member was an employee of a local government in another state; and, as such, participated in a public employee pension system of that state.
3. The member has now irrevocably forfeited all rights to a benefit from that pension system.
4. The member completes and certifies the Certification by Member.
5. The governing body authorizes the granting of these service credits.
6. The clerk or secretary of the governing body completes and signs the Certification by Clerk or Secretary of Governing Body.
7. The member pays IMRF contributions and interest. The contributions are calculated by multiplying the average monthly earnings for the first 24 months of reported earnings with the employer authorizing the out-of-state service by 10 percent. This amount is then multiplied by the number of months of service that the member wishes to transfer to IMRF. Interest is calculated from the end of the qualifying two-year period of IMRF contributing service.

#### PAYMENT OF CONTRIBUTIONS AND INTEREST:

IMRF will mail the applicant a Past Service Payment Schedule which offers two payment plan options for establishing the out-of-state service. Option I is the Lump Sum Payment Plan and Option II is the Unit Payment Plan. The Lump Sum Payment Plan allows applicants to pay the total cost with a single payment and purchase all out-of-state service at once. The Unit Payment Plan allows applicants to purchase one or more months at a time. Applicants may pay as often as they like, buying back credit from the latest month to the earliest month of eligible service. However, they may not buy more months than indicated on the Past Service Payment Schedule.

A member may pay for out-of-state service with a conduit IRA established with contributions from a qualified pension plan as defined by Section 401(a) of the Internal Revenue Code. A conduit IRA is one that has no other contributions other than monies from a 401(a) pension plan and investment income earned on those monies.

#### EMPLOYER'S COST:

The governmental unit's contribution for out-of-state service is made through future contribution rates. Therefore, a separate payment is not required. The actuary will take the out-of-state service into account when annually determining the employer contribution rate. This is the rate shown on IMRF Form 3.10, "Monthly Deposit Report."