



Manchester Employees' Contributory Retirement System
50% Contingent Annuitant Option Election

Name _____

Address _____

City, State, Zip Code _____

Date of Birth _____ Social Security # _____ Sex _____

Department _____ Home Phone # _____

Date Employed _____ Email Address _____

I hereby elect to receive a reduced retirement benefit during my lifetime commencing on _____
Date

and ceasing with the last payment preceding my death, with the provisions that my Contingent Annuitant shall receive for life, on survival after my death, **50%** of the monthly retirement benefit paid to me. On my death, or the death of my Contingent Annuitant, whichever is later, the excess of my contributions with interest over the total benefits received by me, will be paid in a single lump sum to my beneficiary if living, otherwise to the estate of the survivor. I also understand that if my Contingent Annuitant pre-deceases me, my benefit will increase to the straight life annuity option, following my providing written documentation to MECRS. ***The option selected at retirement and the beneficiary designated at retirement cannot be revoked.***

I elect as my Contingent Annuitant:

 Name

 Relationship

 Birth Date (**Proof of birth required**)

 SSN

I elect as my Beneficiary(s):

 Name Relationship

 Birth Date SSN

 Name Relationship

 Birth Date SSN

 Name Relationship

 Birth Date SSN

 Signature of Applicant Date

 Signature of Contingent Annuitant Date
 (over)

Manchester Employees' Contributory Retirement System
1045 Elm Street, Suite 403
Manchester, NH 03101-1824

MANDATORY SPOUSAL ACKNOWLEDGEMENT

Chapter 218:30 Laws of 1974 as amended require that spousal acknowledgement be given on the selection of retirement options as applicable. The completion and submission of this form is a mandatory prerequisite to the retirement process. *A beneficiary designated at retirement cannot be revoked.*

Section One: Applicant Information	
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Applicant's Name	Applicant's SS Number

Section Two: Either Part A or Part B Must Be Completed	
Note: If Married, an Applicant's Spouse must complete Part A in the presence of a notary public or a justice of the peace. If unmarried, an Applicant must complete Part B.	
Part A. Spousal Acknowledgement	
I hereby attest that I am the spouse of the retiring applicant identified above and that I have been informed of and understand the pension payment plan, and the beneficiary/Contingent Annuitant, selected by my spouse in his/her application for Manchester Contributory Retirement System benefits listed on the front of this form.	
Signature of Spouse _____	Date _____
State of _____	
County of _____	
On this _____ day of _____, _____, before me personally appeared _____, known to me to be the person whose name is signed above and who, under oath, executed the foregoing Spousal Acknowledgement or Applicant Certification.	
WITNESS my hand and official seal.	
Notary Public/Justice of the Peace _____	
My Commission Expires _____	

Part B. Applicant Certification	
I hereby attest that I am not married at this time and therefore may select a retirement benefit of my choice without spousal acknowledgement.	
Signature of Member _____	Date _____
