



## Request for Purchase Calculation Estimate

If you are interested in an estimate of the purchase cost of creditable service, please complete the information below and return it to the COAERS office. Following verification of information and a determination of your eligibility for a purchase, an estimate will be sent to you. All purchase estimates are subject to audit/correction. Continue to read this form for additional information concerning the types of service purchases available. Note that no refunds are allowed once funds have been received for a creditable service purchase. However, if you do not retire, a refund will be issued for those purchases made at retirement time.

Full Name: \_\_\_\_\_ SSN: \*\*\*-\*\*-\_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Select the types of calculations you would like to request indicating the number of months and/or dollar amount you would like your calculation to include. If no months are indicated, your calculation will be prepared including all months you are eligible to purchase.

Prior Service

**Can only be purchased at retirement:**

- Prior Military Service
- Non-Contributing Service
- Supplementary Service

Months to Purchase: \_\_\_\_\_  
Dollar amount you would like to use: \_\_\_\_\_

Proportionate Service-Will you be using service from a proportionate system?

Proportionate service may affect the cost of this service purchase and is subject to verification before completion of your purchase.

If you checked yes, please indicate which system you have proportionate service with:

- |  |  |
|--|--|
| <input type="checkbox"/> Austin Police Retirement System                   | <input type="checkbox"/> El Paso City Employees' Pension Fund        |
| <input type="checkbox"/> El Paso Fireman & Policeman's Pension Fund        | <input type="checkbox"/> Employees' Retirement System of Texas (ERS) |
| <input type="checkbox"/> Judicial Retirement System of Texas               | <input type="checkbox"/> Texas Municipal Retirement System (TMRS)    |
| <input type="checkbox"/> Travis County Healthcare District                 | <input type="checkbox"/> Teachers Retirement System of Texas (TRS)   |
| <input type="checkbox"/> Texas County & District Retirement System (TCDRS) |  |

I verify that the above information is true and correct. I also understand that all calculations are subject to audit and correction. Furthermore, I acknowledge that the cost of any creditable service purchase may be increased later if any relevant proportionate service is subsequently used to qualify for retirement. I understand that if my request is received after the 25<sup>th</sup> of the month, an estimate will be calculated using next month's purchase cost.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

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Creditable service may be purchased in minimum increments of one month. Members may make payment by personal check, money order, or by transferring funds from other qualified plans. The date of the purchase must be within 3 months of the date of retirement, for those eligible to purchase at retirement time.

Types of Creditable Service Purchases Available:

**Prior Service** – If a Member has left City employment, withdrawn his/her deposits, and later returns to City employment or employment with a proportionate system, he/she may purchase the earlier time with the City. The cost to purchase prior service credit is based on the amount previously withdrawn, plus interest.

**Prior Military Service** **Can only be purchased at retirement**– COAERS members may establish up to 48 months creditable service for prior military service. Military service eligible for purchase is full-time active duty in the armed forces of the United States of at least 90 consecutive days, before the beginning of the member's most recent period of COAERS membership. To purchase prior military service, honorably discharged Members must present an original DD214.

**Non-Contributing Service Credit** **Can only be purchased at retirement** – Members may purchase service credit for the following non-contributory categories:

- Temporary or part-time service (less than 30 hours per week)
- Approved leave of absence
- Workers' compensation leave due to an injury sustained in the course and scope of employment with the City of Austin, or
- Probationary time (if applicable) when no contributions were paid to COAERS, excluding any eligible period that may be credited at retirement.

**Supplementary Time** **Can only be purchased at retirement** – Members may purchase up to 5 years of creditable service. Only members with 5 or more years of contributing Membership Service with COAERS are eligible to purchase Supplementary Time. Age, salary, earliest retirement date, and a combination of actuarial data determine the cost. There may be federal limitations on certain purchases.