

**Melrose Retirement Board
City Hall, 562 Main St.
Melrose, MA 02176
(781) 979-4151**

Re: Application for Ch. 71 Military Service as Authorized by G.L. c. 32, § 4(1)(h)

Dear Member:

You may be eligible to purchase up to a total of four years of retirement credit for your prior military service (active service and reserve/Mass. National Guard), assuming you meet certain statutory requirements pursuant to G.L. c. 32, § 1 and c. 4, § 7, cl. 43. By completing this Application, you are requesting that retirement board staff determine your eligibility, if any, and notify you of the amount of retirement credit you may be eligible to receive. In the alternative, if you are deemed ineligible for failure to meet statutory requirements, you will be provided with appeal rights.

If eligible, you must make your service purchase prior to your effective date of retirement. No interest will accrue on your service purchase, regardless of when staff determines the amount of credit you are entitled to and the cost.

Please note that Reserve and Guard service is credited on a 5 to 1 ratio. Reserve and Guard service not accompanied by a certain statutorily defined minimum amount of active service will result in disqualification. If your only prior military service consists of your six months of active duty training in the Active Reserves or Mass. National Guard, you will not qualify to purchase this service. See G.L. c. 4, § 7. If you served in wartime and were awarded a Purple Heart or a service connected disability, minimum length of active service is not relevant. (Service-connected disabilities awarded due to injuries in active duty training only will not qualify because no wartime service.)

You MUST submit this Application to the office of the Melrose Retirement Board within 180 days of becoming a member of the Melrose Retirement Board. Failure to do so will result in disqualification.

Section 1: APPLICANT DATA

Member's Name: _____

Address: _____

Social Security #: _____

Date of Birth: _____

Section 2: PRIOR MILITARY SERVICE

Please list your dates of military service by month, day and year in appropriate category.

Armed Forces of the United States: From _____ To _____

Active Reserves: From _____ To _____

Mass. National Guard: From _____ To _____

Please attach to this Application a copy of your military discharge form DD214 and proof of any Active Reserve or Mass. National Guard service (if any).

Section 3: MEMBER'S ANNUAL SALARY

The cost of your military service purchase is based upon 10% of your annual salary when you most recently became a member of a Massachusetts Contributory Retirement System. In other words, if you became a member of a retirement system but later separated from service and took a refund, your military buyback cost will be based upon the annual salary you received when you most recently returned to membership. Please submit this application to your employer when you most recently became a member of the retirement system and return to the Melrose Retirement Board.

Name of political subdivision: _____

Annual salary on date of hire: _____

Signature of employer representative and title:

Date: _____

Section 4: MEMBER STATEMENT AND SIGNATURE

I hereby request that the Melrose Retirement Board determine my eligibility to purchase my prior military service. I certify that the information provided herein is true and accurate to the best of my knowledge.

Applicant's signature: _____ Date: _____