Current/Former Spouse's Notification of Application for Refund of Retirement Deductions Under the Civil Service Retirement System

You must notify your spouse you are applying for a refund. Also, you must notify any former spouse if the following conditions apply:

1. You have 18 months of service subject to retirement deductions (including previously refunded service);
2. You were married to the former spouse for at least 9 months; and
3. You were divorced from the former spouse on or after May 7, 1985.

OPM CANNOT PAY YOUR REFUND WITHOUT THIS INFORMATION.

PART 1 - To Be Completed by Applicant

INSTRUCTIONS: To notify each current or former spouse of your application for a refund of your retirement deductions, complete Part 1 with **your** name, date of birth and Social Security Number, have your current spouse complete Part 2, or have any former spouse complete Part 3. The current or former spouse's signature must be witnessed in Part 4. You may not be a witness. This form must then be returned to you for attachment to your refund application. (*Use a separate form for your current spouse and each former spouse.*)

Name	Date of birth	Social Security Number

PART 2 - To Be Completed by Current Spouse

INSTRUCTIONS: Complete Part 2 and have two witnesses complete Part 4 and then return the form to the applicant. Payment of the refund of retirement deductions will end any entitlement you may have to a survivor annuity or portion of any annuity to which the applicant would otherwise have been entitled (unless the applicant's entitlement is restored through later Federal employment). If a court order expressly relates to the applicant's retirement deductions and you believe that payment of the refund would end a court-ordered entitlement that you have to a portion of an annuity to which the above-named person is entitled, see the information on the back regarding such court orders. (Complete Part 2 and have the witnesses complete Part 4 even if you are submitting a court order.)

WARNING: Any intentionally false or misleading statement, certification, or response you provide in this notification is a violation of law punishable by a fine of not more than $10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001)

I,_____, spouse of the applicant named in Part 1, have read the paragraph above and the notice on the back of this form that provides information about sending court orders to the Office of Personnel Management. I understand that my spouse is applying for a refund of Civil Service Retirement deductions.

Signature *(Do not print)*	Date signed

PART 3 - To Be Completed by Former Spouse

INSTRUCTIONS: Complete Part 3 and have two witnesses complete Part 4 and then return the form to the applicant. Payment of the refund of retirement deductions will end any entitlement you may have to a survivor annuity or portion of any annuity to which the applicant would otherwise have been entitled (unless the applicant's entitlement is restored through later Federal employment). If a court order expressly relates to the applicant's retirement deductions and you believe that payment of the refund would end a court-ordered entitlement that you have to a survivor annuity or to a portion of an annuity to which the above-named person is entitled, see the information on the back regarding such court orders. (Complete Part 3 and have the witnesses complete Part 4 even if you are submitting a court order.)

WARNING: Any intentionally false or misleading statement, certification, or response you provide in this notification is a violation of law punishable by a fine of not more than $10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001)

I,_____, former spouse of the applicant named in Part 1, have read the paragraph above and the notice on the back of this form that provides information about sending court orders to the Office of Personnel Management. I understand that my former spouse is applying for a refund of Civil Service Retirement deductions.

Signature *(Do not print)*	Date signed

PART 4 - To Be Completed by Witnesses

INSTRUCTIONS: Print or type your name in the body of the certification.
NOTE: Witnesses should be individuals who know the applicant's spouse or former spouse or have viewed sufficient documentation to establish the identity of the individual as the applicant's spouse or former spouse.

WARNING: Any intentionally false or misleading statement, certification, or response you provide in this notification is a violation of law punishable by a fine of not more than $10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001)

From Approved:
OMB No. 3206-0128
Expiration Date: 3/31/93
SF 2802B
Rev. January 1991
Previous editions are not usable.

Office of Personnel Management
FPM Supp. 830-1
NSN 7540-01-218-4766

I,_____, certify that I know or viewed documents identifying the person whose signature appears in Part 2 or 3 above, as the current or former spouse of the person identified in Part 1. I certify that the applicant's spouse or former spouse signed the appropriate part in my presence.		I,_____, certify that I know or viewed documents identifying the person whose signature appears in Part 2 or 3 above, as the current or former spouse of the person identified in Part 1. I certify that the applicant's spouse or former spouse signed the appropriate part in my presence.	
Signature *(Do not print)*	Date signed	Signature *(Do not print)*	Date signed
Address *(Number and street)*		Address *(Number and street)*	
City State and ZIP Code		City State and ZIP Code	

Information About Sending Court Orders to the Office of Personnel Management (OPM)

If you are legally separated or divorced from the person named in Part 1, you should know that a refund would end your potential entitlement to a survivor annuity and to any portion of any annuity to which the applicant would be entitled. If you have a court order that expressly relates to any portion of the applicant's retirement deductions (contributions), **you should send a copy of the court order to OPM with a cover letter giving:**

1. The name, date of birth, and Social Security Number of the person applying for the refund;
2. Your statement that the court order has not been amended, superseded, or set aside;
3. Your name, date of birth, and mailing address; and
4. If any payments to you are subject to termination upon your remarriage, a statement that either (1) you have remarried and the date of the remarriage or (2) that you have not remarried and that you will notify OPM within 15 days of a remarriage should you remarry in the future.

If the court order gives you a survivor annuity after the death of the applicant, also attach a copy of your birth certificate, if available.

The court order can be honored **ONLY if it is received before payment of the refund is authorized** to the applicant. Payment of the refund will end any entitlement you may have to a survivor annuity or portion of any annuity to which the applicant would otherwise have been entitled. Payment of the refund will also end any eligibility you may have to coverage under the Federal Employees Health Benefits Program.

Send a copy of the court order and your cover letter to the following address and complete the blocks below:

Office of Personnel Management
Civil Service Retirement System
Employee Service and Records Center
ATTN: Refunds
Boyers, PA 16017

NOTE: A former spouse who remarries before reaching age 55 is not entitled to a survivor annuity. (Termination of the remarriage does not restore a former spouse's entitlement to a survivor annuity.) Remarriage does not affect a former spouse's court-ordered right to receive a portion of an annuity during the annuitant's lifetime, unless the court order provides otherwise.

I believe I have a court order that meets the criteria described above. I am IMMEDIATELY submitting a copy of the court order and the required cover letter to the address provided above.		
Signature *(Do not print)*	Date signed	Date of court order

PRIVACY ACT STATEMENT and PUBLIC BURDEN STATEMENT

Public Law 98-615, which established current and former spouse notification requirements, authorizes solicitation of this information. The information will be used to satisfy the notification requirements of Public Law 98-615. This information may be shared and is subject to verification, via paper, electronic media, or through the use of computer matching programs, with national, state, local, or other charitable or social security administrative agencies to determine and issue benefits under their programs. It may also be shared and verified, as noted above, with law enforcement agencies when they are investigating a violation or potential violation of the civil or criminal law. Executive Order 9397 (November 22, 1943) authorizes use of the Social Security Number to distinguish between the applicant and people with similar names. Furnishing the Social Security Number, as well as other data, is voluntary, but failure to do so may result in our inability to refund the retirement deductions.

We think this form takes an average 15 minutes to complete, including the time for reviewing instructions, getting the needed data, and reviewing the completed form. Send comments regarding our estimate or any other aspect of this form, including suggestions for reducing completion time, to the Office of Management and Budget, Paperwork Reduction Project (3206-0128) Washington D.C. 20503.

PRIVACY ACT STATEMENT

"Privacy Act Notice. We are authorized to request this information under 5 U.S.C. Chapter 84. Executive Order 9397 authorizes us to ask for your Social Security number, which will be used to identify your account. You are not required by law to provide this information, but if you do not provide it, it may not be possible to process the actions you request on this Web site."