Ohio Police & Fire Pension Fund
140 East Town Street
Columbus, OH 43215
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www.op–f.org

EMPLOYER SERVICE CREDIT PURCHASE CERTIFICATION

Civilian

Under Ohio law, OP&F members can purchase service credit for prior full-time service rendered under any of the following Ohio retirement systems: Ohio Public Employees Retirement System, State Teachers Retirement System, School Employees Retirement System, Highway Patrol Retirement System, and the Cincinnati Retirement System. A "purchase" of service credit means that the member withdrew contributions from one of these retirement systems and wishes to buy service credit with OP&F for time served under these retirement systems. For purposes of determining "full-time service," OP&F may request the member and the member's former employer(s) to certify the full-time service. In any event OP&F will determine that the contributing credit was for "full-time service." Please complete this form and return it to the OP&F member.

Section A: Member information

Member name:

Social Security Number

Section B: Employer information

Employer name:

Employer representative's name

Title

E-mail address

Phone

1. Was the employee hired in a **FULL-TIME** position? ❑ Yes ❑ No

2. Dates that this employee was **FULL-TIME**: *from:* *to:*

3. How many hours per week was this member required to work? _____

4. Please certify the hourly rate by year including any changes and the date the change occurred:

Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____
Date:_____ Hourly rate: **$**_____

Section C: Signature and acknowledgement

As a representative of the employer named above in Section B of this *Employer Service Credit Purchase Certification*, I hereby certify the information provided is accurate and complete.

Signature: ▶

Date of signature:

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