



**Municipal Employees' Retirement System of Michigan**  
 1134 Municipal Way • Lansing, MI 48917  
 800.767.MERS (6377) • Fax: 517.703.9706  
 www.mersofmich.com

## MERS-to-MERS Service Verification Form

### Who should use this form...

Participants who have worked for more than one participating MERS employer may be eligible to use their service credit of 12 months or more to help meet their vesting and early retirement eligibility requirements. The following conditions apply:

- The break in service from another MERS employment cannot exceed 20 years (240 months).
- The service you are trying to credit was time with a MERS employer.
- You must have a minimum of 12 months of service with both MERS employers.
- Service cannot be concurrent/overlapping.
- If your service is from a Defined Benefit plan, those contributions must remain on deposit.

Combining of service may not impact a forfeiture of non-vested assets in a defined contribution account; a forfeiture occurs when a full distribution is processed or 12 months has lapsed since termination.

Please print clearly • Retain a copy for your records

### 1. Information about you

Last name*	First name*	Last 4 digits of SSN*	Daytime phone (with area code)*
Mailing address*			
City*		State*	Zip code*
Email address			

### 2. Previous MERS employer

Previous MERS employer*	Employer number
Hire date (mm/dd/yyyy)*	Termination date (mm/dd/yyyy)*

Type of MERS Retirement Plan at this employer (Check all that apply):

- Defined Contribution     
  Defined Benefit     
  Hybrid

### 3. MERS employer

Current (or most recent) MERS employer*	
Hire date (mm/dd/yyyy)*	Termination date - if applicable (mm/dd/yyyy)

### 4. Signature

Your signature*	Date (mm/dd/yyyy)*
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\* Required field

**Please return a copy of this completed form to:**

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*If you have speech or hearing difficulties and need assistance completing this form, contact the Michigan Relay Center at 800.649.3777. If you have other disabilities, contact MERS at 800.767.6377 to request special accommodations.*