

Guidelines and Procedures for Applying for Retirement Pension *and* Requesting Status of Retired

Applying for your retirement pension is NOT the same as requesting the status of Retired. You may receive your retirement pension without being a retired member of the presbytery.

When eligible, call the Board of Pensions at 800-PRESPLAN (800-773-7752) (TTY: 711) to request a retirement packet, which includes the Retirement Pension Application for Members. You can also apply online: [Apply for your pension benefit - The Board of Pensions of the Presbyterian Church \(U.S.A.\)](#)

To apply for pension benefits, you must return a completed, signed application no later than 45 days before your pension benefit begins.

When requesting the status of Retired status, please complete either Section I or II below and check all that apply:

I. Presently Serving a Church/Organization

Name: _____ Email: _____

Position: _____ Leaving position as of _____

Church/Org: _____

- Applying for my retirement pension effective _____(mm/dd/yyyy)
- Requesting the status of Retired (R)
- Desiring to become a Member-at Large (MAL)

II. Not Presently Serving a Church/Organization

Name: _____ Email: _____

I am not employed by a church-related entity or serving in a specialized ministry and:

- Applying for my retirement pension effective _____(mm/dd/yyyy)
- Requesting the status of Retired (R)
- Desire to remain a Member-at Large (MAL)

Mail/Send a copy of this form to the Presbytery Office. The Commission on Ministry will consider your status of Retired.