

PENSION APPLICATION INSTRUCTIONS

In order to be eligible for retirement benefits, you are required to produce proof of your age. The following is a list of the documents which may serve as proof of your age. Some of these documents are better proof than others. The list is arranged starting with the best type of proof and going down to the less desirable types of documents.

You are required to furnish the best type of proof available. It is recognized, of course, that in many cases a birth certificate will not be available, especially for those who were born outside of the United States. In this case, you should secure the next type of proof.

If you are **MARRIED**, it is required that you furnish proof of birth for your spouse, proof of marriage, and a copy of your spouse's Social Security Card.

You do not have to furnish the original of any of these documents. You may submit a photo copy.

YOU MUST SUBMIT BOTH OF THESE:

1. A copy of your Driver's License
2. A copy of your Social Security Card

YOU MUST SUBMIT ONE OF THESE:

1. A birth certificate
2. A baptismal certificate or a statement as to the date shown by a church record and certified by the custodian of such record.

OR:

YOU MUST SUBMIT ANY TWO OF THESE:

Notification of registration of birth in a public registry of vital statistics

Hospital birth record, certified by the custodian of such record

Naturalization Record

Immigration Record

Military Record

Passport

School Record, certified by the custodian of such record

An insurance policy which shows age and date of birth

*******IF APPLYING FOR A DISABILITY PENSION, YOU MUST SUBMIT THE DOCUMENT FROM SOCIAL SECURITY STATING THE NOTICE OF AWARD FOR DISABILITY*******