

## RETIREMENT APPLICATION SUPPORTING DOCUMENTS



Sonoma County Employees' Retirement Association  
433 Aviation Boulevard, Suite 100, Santa Rosa, CA 95403  
Tel: (707) 565-8100 / Fax: (707) 565-8102  
www.scretire.org

### Please provide the following when applying for retirement:

- ✓ **Application for Service Retirement:**  
Your completed *Application for Service Retirement* can be submitted to the Retirement Office no earlier than 60 days before, and no later than, the day of your retirement.
- ✓ **Retiree age verification:**  
Photocopy of your birth certificate or a photocopy of the front page of your passport. (An expired passport is acceptable.)
- ✓ **Beneficiary age verification:**
  - Photocopy of birth certificate or passport of your spouse/domestic partner.
  - Photocopy of birth certificate or passport of any person you will name as a beneficiary to receive a continuance upon your death.
- ✓ **Registered Marriage Certificate or California Certificate of Domestic Partnership:**  
Photocopy of registered marriage certificate or California Certificate of Domestic Partnership, to determine eligibility for the unmodified option. You must be married, or registered with the State of California as domestic partners, for at least one year prior to retirement to be eligible for the unmodified continuance.
- ✓ **Social Security number(s) and birth date(s) of your beneficiary(ies).**
- ✓ **Direct Deposit Authorization:**  
Please complete and submit with a void blank check for checking account deposit, or a savings institution verification of complete account number and signatory name for a savings account direct deposit.
- ✓ **Tax Withholding Election:**
  - Federal withholding section: All retirees
  - State withholding section: California residents only