{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: DIVISION OF RETIREMENT BENEFITS**

Dear {stdMbrSalutation}:

Per your request, enclosed is a packet of information pertaining to the division of retirement benefits under the North Dakota Public Employees Retirement System (NDPERS). To provide for the division of a member's benefit with NDPERS, it is necessary for a Qualified Domestic Relations Order (QDRO) to be submitted. The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6.

To assist all parties involved with the division of a member's retirement benefits, both the Teachers' Fund for Retirement and the Public Employees Retirement System developed a working model to be used as a reliable reference in establishing the legal parameters of a qualified domestic relations order. The enclosed model is designed to provide interested parties with the available benefit options under the Public Employees Retirement System, Job Service Retirement System or the Highway Patrol Retirement Fund.

The model was developed through extensive study and meticulous attention to detail. As written, the model provides the plan administrator with clear instructions as to the parties' intent. If the parties' intent is not clear, the retirement board cannot approve the order. Accordingly, any proposed qualified domestic relations order that is not in fairly strict compliance with the model QDRO is not likely to receive board approval. Please note that the reason for the strict compliance requirement is that this is a complex area which has its own technical jargon.

If your divorce is final, please submit a photocopy of your complete divorce decree to NDPERS so that we may update your membership record. If the divorce is not final, be sure to submit a copy of the decree when it is finalized.

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Benefits Division

Enclosure – QDRO Model

C: {qu FreeText}