{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: DIVISION OF RETIREMENT BENEFITS**

Dear {stdMbrSalutation}:

As requested, enclosed is a packet of information pertaining to the division of retirement benefits under the { PlanName } Plan. To provide for the division of a member's benefit, it is necessary for a Qualified Domestic Relations Order (QDRO) to be submitted.

{x when Plan has “HWPL”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 39-03.1-14.2. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “DICT”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52.6-12. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “MAIN”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “LEOE”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “LENE”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “JDGS”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

{x when Plan has “NAGD”}

The enclosed packet should be helpful in determining the requirements of North Dakota Century Code 54-52-17.6. All QDRO related documents and information can be found on our website at www.nd.gov/ndpers.

{x endblock}

To assist all parties involved with the division of a member's retirement benefits, a working model has been developed 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 {PlanName} Plan.

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 domestic relations order that is not in strict compliance with the model QDRO is not qualified. Please note that the reason for the strict compliance requirement is that this is a complex area which has its own technical jargon.

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

{x when Plan has “HWPL”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

{x when Plan has “MAIN”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55 or 65) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

{x when Plan has “LEOE”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

{x when Plan has “LENE”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

{x when Plan has “NAGD”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

{x when Plan has “JDGS”}

|  |  |  |
| --- | --- | --- |
| Information as of: |  | {qu AsOfDate} |
| Member Account Balance |  | {qu MemberAccountBalance} |
| Accrued Monthly Benefit (age 55 or 65) |  | {qu AccruedMonthlyBenefit} |
| Retirement Credit Earned |  | {qu RetirementCreditEarnedYrs} years and {qu RetirementCreditEarnedMnth} months |

\* This benefit is only payable if the above individual becomes vested in the retirement program. Currently the vesting requirement is {qu number} months of service credit.

{x endblock}

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

Sincerely,

NDPERS Benefits Division

Enclosure – QDRO Model