

Department of Human Resources
Office of Pension Administration
600 N. Wolfe Street, Phipps 460
Baltimore, MD 21287-1473
410-614-3494 Phone
443-287-4224 Fax



Date: _____ Estimated Completion Date (30 Days): _____

Reason for Call/Visit:

- Requesting Estimate (Active Employee)
- Ready to Retire (Collect Monthly Benefit)
- Requesting Pension Forms (Under Age 55)
- Requesting Copy of Pension Statement (Former Employee)
- Requesting 403(b) Match Forms

Have you ever received an estimate from this office before (check files)? Yes No

Union Employee Non-Union Employee

For Non-Union Employees: Were you ever a Union employee? Yes No

For Union Employees: Were you ever a Non-Union employee? Yes No

If so, please provide from and to dates: _____

Participant's Name: _____

Former Name (if applicable): _____

SS#: _____ **DOB:** _____

Telephone#(s) _____

Mailing Address: _____
(Street Address/Apartment#/City/State)

Original Date of Hire: _____ **Last Day (or estimated):** _____

Benefit Commencement Date: _____

Note: Benefits are paid the 1st of the month following your last day worked.

Have you ever worked for any of our affiliates? _____

If yes, provide the affiliate name and dates worked: _____

Marital Status:

- Single
- Married – Spouse's Name: _____ DOB: _____ SSN: _____
- Separated
- Divorced
- Widow (er)

Comments: _____
