ILLINOIS MUNICIPAL RETIREMENT FUND

100 South Wacker Drive, Chicago, Illinois 60606

OMITTED SERVICE CREDIT AUTHORIZATION

(See instructions on reverse side)

Social Security Number

Present Position

				3394	
I certify that ear the governmental unit's p	mings for the above	tification by Author named member sho		wing statement are	in agreement with
Earnings Paid In Month of:	1968	19 69	19	19	19
January		\$ 340.00	gard to		
ebruary		340.00	他和	12-d	-
larch		340.00	AS THE		
Quarterly Total		\$1,020.00	n . 1/5		
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Quarterly Total	\$ 680.00	\$ 340.00			Villand and a Villand
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eptember	340.00	3111·111节39等	With Street,	State of Shire	a strain
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Quarterly Total	\$ 935.00		35 Se 17 11	4	
rand Total	\$2,635.00	\$1,360.00	40		
November 5,			Signature of	Authorized Agent	/
Date WHEREAS, earning	gs for the above nam	wasse and	ing Body ve been but we	re not reported to th	ne Illinois Municipel
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Name of Governmental Unit keeper of its records and that the foregoing is a true and correct copy of a resolution duly adopted by its governing

Clerk or Secretary

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Signature

-body at a meeting held on the 15th day of November

IMRF Form 6.05

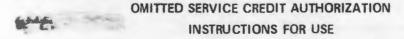
11-12-76 Date

Member Name

Member Address

Elizabeth D. Clark

ILLINOIS MUNICIPAL RETIREMENT FUND 100 South Wacker Drive, Chicago, Illinois 60606



- Omitted service is a period of service rendered by an eligible employee in a position qualified to be reported to IMRF as participating but previously (a) reported by the employer as nonparticipating or (b) not reported at all.
 - A qualified position is one that normally requires performance of duty for 600 hours or more in a twelve month period. An eligible employee is a person hired for such a position before reaching age 60.
- 2. The authorized agent should complete IMRF Form 6.05 for the service period omitted prior to the month the employee was reported for participation on IMRF Form 3.11, Monthly Participating Employee Report. However, if the entire service period is within one calendar year and can be reported in that year or before February 15 of the following year, do not use IMRF Form 6.05. The aljustment is regarded as a correction to the current year IMRF Form 3.11, and Form 3.20, Employer's Report of Adjustments should be used. When Form 3.20 is filed IMRF will mail a charge advice to the employer for both employer and employee contributions. The employer may collect the employee portion from the employee.
- 3. Enter in the spaces provided on this form the monthly earnings which have not been previously reported for participation on IMRF Form 3.11.
- (a) Please see that the quarterly totals agree with the earnings you reported on IMRF Form 3.13 if the earnings were previously reported on that form.
 - (b) Use additional copies of IMRF Form 6.05 if more than five years of earnings are being entered.
- 4. Have the omitted service resolution adopted by your governing body and certified by the clerk or secretary, and then mail completed Form 6.05 to IMRF.
- 5. IMRF will mail a Member Remittance Form to the employee. This form shows the amount due from the employee for omitted contributions along with interest added from the end of the omitted service period to the date of the proposed payment. IMRF will credit the employee with the omitted service when a single sum cash payment is received. The Remittance Form provides an immediate payment amount or deferred payment amounts of 6, 12, 18 or 24 months. The employer contribution for omitted service for prior years is made through an increase in the future employer contribution rates. Therefore a separate payment is not required. The actuary will include the service granted when he annually determines the employer contribution rate. This is the rate that appears in the Monthly Participating Employee Report.
- 6. IMRF will mail a charge advice to the employer in the event that Social Security wages were also omitted. The charge advice will include employer and employee social security contributions on earnings not yet barred by the Statute of Limitations. The employer is entitled to recover the employee portion from the employee. The contributions shown on the charge advice should be paid within 30 days to avoid interest charges which accrue at the rate of ½% a month on the amount charged.
- 7. Do not enter earnings received by the member prior to the governmental unit's effective date of participation. Service credit for such earnings must be applied for on IMRF Form 6.07, Application for Prior Service Credit.
- 8. Do not enter earnings received by the member while serving in a probationary position. See instructions on probationary positions in Section 4 of the Manual for Authorized Agents.
- 9. Do not apply for omitted service credit on behalf of employees who are now in participating positions but now ask for credit for service they previously rendered in nonparticipating positions. If the employee previously worked in a nonparticipating position that was properly classified because it normally required less than 600 hours in a year (actual hours may be more or less than 600 hours) such employee and position should not now be reclassified as participating.