

Pension Refund Election Form  
Risk Management Division  
Pension Office

(Rev. 05/2024)

Employee: \_\_\_\_\_  
(Full Name of Employee)

Department: \_\_\_\_\_ Employee ID: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Last Date of Employment: \_\_\_\_\_

If you are **not** vested in the pension plan, then the following will apply:

Your employee pension contributions will be automatically refunded to your bank account by **direct deposit**, between 60 to 90 days of termination. No further pension benefits are due to you. Alternatively, you may roll over your employee pension contributions to an IRA or qualified retirement plan; complete the Rollover Election Form ([www.dekalbcountyga.gov/retirement](http://www.dekalbcountyga.gov/retirement)) and return it to the address above.

**Refunds will be deposited in the bank account used for your bi-weekly paycheck.**

I understand that if I am rehired by the County, I may repay the refunded contributions, plus interest, by applying to do so within 6 months of rehire and by repaying the funds in installments over a period not to exceed 24 months.

**This form must be completed and emailed to Renise Powell. [rtpowell@dekalbcountyga.gov](mailto:rtpowell@dekalbcountyga.gov)**

If you are vested in your pension benefit but not yet eligible to retire, then you may elect to leave your employee contributions in the retirement plan and receive your monthly pension benefit at a later date.

**For employees hired before September 2005:** I understand employees with less than 3 years of qualifying service with the County have no eligibility for a DeKalb County pension. Employees with 3 to 10 years of qualifying service may qualify for a pension at age 65, and employees with 10 or more years of qualifying service may apply for normal retirement after reaching age 55 or early retirement after reaching age 50.

**For employees hired after August 2005 but before January 2016:** I understand employees with less than 7 years of qualifying service with the County have no eligibility for a DeKalb County pension. Employees with 7 to 10 years of qualifying service may qualify for a pension at age 65, and employees with 10 or more years of qualifying service may apply for normal retirement after reaching age 62 or early retirement after reaching age 55.

**For employees hired after December 2015:** I understand employees with less than 7 years of qualifying service with the County have no eligibility for a DeKalb County pension. Employees with 7 years of qualifying service may apply for normal retirement after reaching age 67 or early retirement after reaching age 55 with at least 10 years of service.

\_\_\_\_\_ 1. **Do not refund my employee contributions. I am eligible for a future pension benefit.**

Alternatively, you may withdraw your employee contributions, but no further pension benefit will be due.

\_\_\_\_\_ 2. **Refund my employee contributions by direct deposit. No future pension benefit will be due.**

Note: Pension refunds are taxable. A 1099-R will be issued for the amount refunded.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_