



New York City Police Pension Fund

“Serving the Finest”

Office Use Only

Award Letter Request

Demographics:

Please check **one**: Retiree Alternate Payee Beneficiary

First Name: _____ Last Name: _____

Pension No.: _____ Contact Number: _____

Instructions:

This form is for Retirees/ APs/ Beneficiaries in PAY STATUS

- Print all requested information and answer each section completely. Mailed forms must be notarized.
- Use this form to request an income verification/pension certification.
- Non-members should provide their name and Pension Number; if you do not have a Pension Number, please include specific identifying member information.
- All pension certification letters contain: 1) appointment and retirement dates; 2) retirement type; 3) “pension payable for life” statement; 4) last four digits of your SSN; 5) pension amount. Please indicate if any of this information is to be OMITTED. If the member retired for Service, applicable VSF information will be included.

Recipient Information:

Transmission Preference: Mail Fax

Name: _____ Institution: _____

Contact #: _____ Fax #: _____

Address: _____

City: _____ State: _____ Zip: _____

Acknowledgement:

Signature: _____ Date: _____

State of _____, County of _____
On this _____ day of _____, 20____ before me personally
appeared _____ to me known
and known to me to be the same person described herein
and who executed the foregoing instrument, and (s)he duly
acknowledged to me that (s)he executed the same.

Affix notary seal or staff name and signature:

Signature of Notary Public: _____

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