Rollover Certification Process Flowchart: Service Credit Purchase (SCP) Description: The flow chart outlines the process of completing a rollover for the purchase of CalPERS service credit Contact CalPERS if your financial institution requests a Letter of Cal PERS must receive all Acceptance (LOA). Cal PERS documents and payment(s) by requires a completed Rollover your election packet expiration Certification Form to process See Rollover Certification MEMBER date and prior to your retirement your LOA request. For indirect rollovers, see Rollover Form for eligible plans date. Certification Form page 1 Start Submits completed Contacts financial Chooses to use election form, Confirms retirement institution to initiate Provides Rollover **Receives SCP** rollover funds to Rollover plan is an eligible the retirement Certification Form to election packet make a partial or Certification Form, financial institution plan's rollover plan lump sum payment and rollover check request process Completes the Makes rollover Returns completed Rollover check payable to Rollover CalPERS "FBO" (For Certification Form Certification Form provided by the Benefit Of) and and rollover check member members name to member Form Number Guide **CALPERS** Sends member Processes election, confirmation letter **→**(End payments and once election and Election to Purchase Service Credit (election form) – 0889 payment(s) are Rollover Certification Form - 0892 posts service credit processed.

Rollover Certification Process Flowchart: Tier Conversion Description: The flow chart outlines the process of completing a rollover for the purchase of CalPERS Tier service credit, which converts 2nd tier retirement formula to 1st tier retirement formula Contact CalPERS if your financial institution requests a Letter of Cal PERS must receive all Acceptance (LOA). CalPERS documents and payment(s) by requires a completed Rollover your election packet expiration See Rollover Certification Certification Form to process date and prior to your retirement MEMBER Form for eligible plans your LOA request. date. For indirect rollovers, see Rollover Certification Form page 1 Submits completed Contacts financial Chooses to use Confirms retirement **Provides Rollover** election form, Receives tier institution to initiate rollover funds to conversion election plan is an eligible Certification Form to Rollover the retirement make a partial or financial institution packet plan plan's rollover Certification Form, lump sum payment and rollover check request process Makes rollover Returns completed Completes the Rollover check payable to Rollover CalPERS "FBO" (For Certification Form Certification Form provided by the Benefit Of) and and rollover check members name member to member Form Number Guide **CALPERS** Processes election, Sends member payments and confirmation letter **→**(End Election to Purchase Service Credit (election form) – 0889 converts members once election and Rollover Certification Form - 0892 account to 1st tier payment(s) are retirement formula processed

Rollover Certification Process Flowchart: Service Credit Purchase (SCP) Payoff Packet **Description:** The flow chart outlines the process of completing a rollover for an unpaid CalPERS SCP balance Contact CalPERS if your financial institution requests a Letter of Acceptance (LOA). CalPERS Cal PERS must receive all requires a completed Rollover See Rollover Certification documents and payment(s) by Certification Form to process MEMBER Form for eligible plans your SCP payoff packet expiration your LOA request. For indirect rollovers, see Rollover date. Certification Form page 1 Chooses to use Contacts financial Submits completed rollover funds to **Provides Rollover** SCP payoff form, Confirms retirement institution to initiate Receives SCP payoff make a partial plan is an eligible Certification Form to Rollover the retirement packet financial institution Certification Form, payment or pay the plan plan's rollover balance in full and rollover check request process INSTITUTION Completes the Makes rollover Returns completed Rollover check payable to Rollover CalPERS "FBO" (For Certification Form Certification Form provided by the Benefit Of) and and rollover check member members name to member Form Number Guide Sends member **CALPERS Processes SCP** confirmation letter **→**(End payoff form and once payoff and payment(s) payment(s) are Service Credit Purchase Payoff - 2610 processed Rollover Certification Form – 0892