

NEW YORK STATE TEAMSTERS CONFERENCE PENSION AND RETIREMENT FUND

PO Box 4928 • Syracuse, New York 13221-4928 • Telephone (315) 455-9790 • Facsimile (315) 234-1047

APPLICATION RULES

A Pension Application can be obtained by writing to the Fund Office at the above address. The application must be completed, signed in the presence of a Notary Public, and returned to this Fund Office, together with the documents listed on the [Application Check List](#). Please be advised that it may take 30 to 90 days after your pension effective date to process your pension.

Please remember to include your full name and Social Security Number in any correspondence to the Fund Office.

APPLICATION RULES

- You are required to submit your application at least ninety (90) days before the month you wish to have your pension commence. Your application is valid for one year from the date it is received in the Fund Office. The earliest a pension benefit can be effective is the month following receipt of a completed, notarized application by the Fund Office.
- Return the completed application to the Fund, even if you do not have all necessary supporting documents. If you are eligible for a pension, your benefits will begin retroactively to the month designated on your application, provided all the required documents and information are submitted within one year from the date your application was received in the Fund Office. Otherwise, your pension will begin the month following the receipt of the required information or documents.
- You must designate the month you wish your pension to commence. Your application will not be accepted unless this is done.
- Please be advised that if you will be receiving any contributions in the month your pension is to be effective, we must wait until all required contributions are properly credited to your account before processing your pension. If 40 or more hours of contributions are received in the month your pension was to be effective, the effective date will be changed to the first of the following month.

PAST EMPLOYMENT

- Past Service Credit may be given for your years of employment with a company, prior to the date contributions were required to be made on your behalf by that company, provided you were continuously employed through the date the company became a Contributing Employer, and the company has not decertified.

RECIPROCAL AGREEMENTS

- If you have ever been a member of another Teamster Pension Fund, please notify this Fund Office, in writing, of the Local Union(s) with which you were affiliated, the dates you were a member, and the name of the Pension Fund in which the Local Union(s) participated. You may be entitled to additional pension credits under the National Reciprocal Agreement.

ADDRESS CHANGES

- It is your responsibility to keep the Fund Office informed of your correct mailing address and telephone number. Be sure to report any changes promptly, even if your pension check is electronically transferred to your bank account.