How to Complete the Retirement Payout Distribution Request Form

Click on this link to be directed to the [Retirement Payout Distribution Request Form.](#)

Complete your PID, Full Name and your Last Day Worked.

Expand each Payout by clicking the arrow to the right of each. Use the drop-down to elect how you would like to receive your payouts.

Electronically sign by clicking the "Sign" button on the Laserfiche form. Type your name in the top dialog box and click on the green "Sign" button. Click Submit.