



1 **BACKGROUND INFORMATION**

2 **[ MEMBER'S NAME AND SOCIAL SECURITY NUMBER ]** is the participating member whose  
3 last known address is **[ MEMBER'S ADDRESS ]**. The member's date of birth is **[ MEMBER'S**  
4 **D.O.B. ]**.

5 **[ ALTERNATE PAYEE'S NAME AND SOCIAL SECURITY NUMBER ]** is the  
6 alternate payee whose last known address is **[ ALTERNATE PAYEE'S ADDRESS ]**. The alternate  
7 payee's date of birth is **[ ALTERNATE PAYEE'S D.O.B. ]**.

8 The participating member and the alternate payee were married on  
9 **[ DATE OF MARRIAGE ]**.

10 IT IS HEREBY ORDERED THAT:

11 **I. BENEFITS**

12 NOTE: Distribution of benefits must be based on the member's accrued monthly benefit as  
13 opposed to the member's account balance or other estimate. The member's accrued  
14 monthly benefit can be obtained by contacting the NDPERS office. Please notify NDPERS  
15 staff that this information will be used for the purpose of preparing a domestic relations  
16 order.

17 Benefits under the plan are distributed as follows: (choose one)

- 18
- 19 1. The alternate payee is awarded **[ \_\_\_% ]** of the member's accrued monthly annuity  
20 benefit of **[ \$ \_\_\_\_\_ ]** as of **[ DATE OF DIVORCE ]**. **[ OR ]**
  - 21 2. The alternate payee is awarded **[ \$ \_\_\_\_\_ ]** of the member's accrued monthly annuity  
22 benefit of **[ \$ \_\_\_\_\_ ]** as of **[ DATE OF DIVORCE ]**.
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1 **II. TIME OF BENEFIT RECEIPT**

2 Benefit payments to the alternate payee will begin: (Choose one)

- 3 1. When the participating member reaches normal retirement age under the plan. (Note:  
4 normal retirement age under the Highway Patrol Retirement System and National  
5 Guard/Law Enforcement System is age 55. Normal retirement age under the Public  
6 Employees Retirement System is age 65.) **[OR]**
- 7 2. When the participating member qualifies for early retirement. (Note: Benefits in this event  
8 are payable even if the member has not separated from covered employment and may  
9 result in a reduction in benefits if the member has not met the normal retirement age.  
10 Early retirement age under the Highway Patrol Retirement System and National Guard/  
11 Law Enforcement System is age 50. Early retirement age under the Public Employees  
12 Retirement System is age 55). **[OR]**
- 13 3. When the alternate payee reaches [ DATE OR EVENT ]. (Note: The date or event must  
14 be after the date participating member would qualify for early retirement and may result in a  
15 reduction in benefits if the member does not meet the normal retirement age) **[OR]**
- 16 4. When the participating member retires. (Note: This may result in a reduction in benefits if  
17 the member does not meet the normal retirement age)

18 **III. DURATION OF PAYMENTS TO ALTERNATE PAYEE (Choose one)**

19 **NOTE:** Choose the appropriate optional language as applicable under the following rules:  
20 - Choose option A if the benefits to the alternate payee are to be paid over the alternate  
21 payee's life. Option A must be chosen if the benefits to the alternate payee are to begin  
22 before the member's benefits are in pay status.  
23 - Choose option B if the benefits to the alternate payee are to be paid over the member's life  
24 under the single life annuity option with no surviving spouse annuity benefits upon the  
25 member's death OR under one of the plan's term certain and life options with the alternate

1 payee as the survivor beneficiary for continuing annuity payments upon the member's  
2 death if the selected term has not expired.  
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4 A. OVER LIFE OF THE ALTERNATE PAYEE (Choose one)

5 1. The payments shall be made to the alternate payee on a monthly basis over the life of the  
6 alternate payee and shall cease upon the alternate payee's death. The payment shall be  
7 calculated on the basis of a single life annuity and will be actuarially adjusted based upon  
8 the Plan's assumptions to reflect the life expectancy of the alternate payee. (Note: In most  
9 instances, this actuarial adjustment will result in a reduced benefit) [ OR]

10 2. The payments shall be made to the alternate payee on a monthly basis over the life of the  
11 alternate payee and calculated on the basis of: (Choose one)

12 (a) a 10-year term certain and life option. [OR]

13 (b) a 20-year term certain and life option.

14 Upon the alternate payee's death payments will continue to the alternate payee's  
15 designated beneficiary under the term certain and life option identified above. (Note: In  
16 most instances, the actuarial adjustment for a term certain and life option will result in a  
17 reduced benefit).

18 B. OVER THE LIFE OF THE PARTICIPATING MEMBER (Choose one):

19 1. The payments shall be made to the alternate payee on a monthly basis over the life of the  
20 participating member and shall cease upon the member's death. [OR]

21 2. The payments shall be made to the alternate payee on a monthly basis over the life of the  
22 participating member with a continuing monthly annuity payable to the surviving alternate  
23 payee after the member's death if the selected term has not expired. The amount of the  
24 payments to the alternate payee will be calculated on the basis of: (Choose one)

25 (a) a 10-year term certain and life option. [OR]

1 (b) a 20-year term certain and life option.

2 (Note: In most instances, the actuarial adjustment for a term certain and life option will  
3 result in a reduced benefit).

4 **IV. MEMBER WITHDRAWS FROM RETIREMENT SYSTEM** (Choose one)

5 A. If the participating member discontinues employment and withdraws the member account  
6 in a lump sum the alternate payee shall receive [%] of the member's account balance as  
7 of [DATE OF DIVORCE] accumulated with interest as required by the Plan from the  
8 divorce date until the refund is paid. **[OR]**

9 B. If the participating member discontinues employment and withdraws the member account  
10 in a lump sum, the alternate payee shall receive [\$ \_\_\_\_\_] from the member's account  
11 balance accumulated with interest as required by the Plan from [DATE OF DIVORCE] until  
12 the refund is paid. (Note: The dollar amount in this option cannot exceed the member's  
13 account balance as of the date of the divorce.)

14 **V. LIMITATIONS OF THIS ORDER** (Note: Order must reflect all provisions of this section.)

15 A. This order recognizes the existence of the right of the alternate payee to receive all or a  
16 portion of the benefits payable to the participating members as indicated above.

17 B. Nothing contained in this Order shall be construed to require any Plan or Plan  
18 administrator:

- 19 1. To provide to the alternate payee any type or form of benefit or any option not  
20 otherwise available to the participating member under the Plan.
- 21 2. To provide the alternate payee benefits, as determined on the basis of actuarial  
22 value, not available to the participating member.
- 23 3. To pay any benefits to the alternate payee which are required to be paid to another  
24 alternate payee under another order previously determined by the Plan  
25 administrator to be a qualified domestic relations order.

1           4.       To apply the provisions of this Order to disability benefits that the participating  
2 member may be entitled to receive.

3           C.       If the alternate payee dies prior to receipt of benefits under this order, the alternate payee's  
4 estate will receive a lump sum payment of     %     of the member's account balance as of  
5 the date of divorce plus interest until the date the distribution is paid.

6           (Note: The dollar amount in this option cannot exceed the member's account balance as  
7 of the date of the divorce.)

8           D.       If the participating member dies prior to retirement, the alternate payee will receive     %      
9 share of the member's pre-retirement death benefits as of     DATE OF DIVORCE    .

10          E.       The benefit enhancements provided by the North Dakota legislature for service during the  
11 marital relationship which are adopted after the end of the marital relationship apply to the  
12 alternate payee's portion of benefits under this order.

13          F.       If the participant or alternate payee receive any distribution that should not have been paid  
14 per this order, the participant or alternate payee is designated a constructive trustee for the  
15 amount received and shall immediately notify NDPERS and comply with written instructions  
16 as to the distribution of the amount received.

17          G.       Alternate payee is ORDERED to report any payments received on any applicable income  
18 tax return in accordance with Internal Revenue Code provisions or regulations in effect at  
19 the time any payments are issued by NDPERS. The Plan is authorized to issue Form  
20 1099R, or other applicable form on any direct payment made to alternate payee. Plan  
21 participant and alternate payee must comply with the Internal Revenue Code and any  
22 applicable regulations.

23          H.       Alternate payee is ORDERED to provide the Plan prompt written notification of any  
24 changes in Alternate Payee's mailing address. NDPERS shall not be liable for failing to  
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1 make payments to alternate payee if NDPERS does not have a current mailing address for  
2 alternate payee at time of payment.

3 I. Alternate payee shall furnish a certified copy of this Order to NDPERS.

4 J. The Court retains jurisdiction to amend this Order so that it will constitute a qualified  
5 domestic relations order under the Plan even though all other matters incident to this action  
6 or proceeding have been fully and finally adjudicated. If the System determines at any time  
7 that changes in the law, the administration of the Plan, or any other circumstances make it  
8 impossible to calculate the portion of a distribution awarded to alternate payee by this Order  
9 and so notifies the parties, either or both parties shall immediately petition the Court for  
10 reformation of the Order.

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12 SIGNED this \_\_\_\_\_ date of \_\_\_\_\_, 20\_\_\_\_\_.

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JUDGE PRESIDING

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