

**Central Midwest Regional Council of Carpenters
Defined Contribution Pension Plan
Benefit Distribution Application**

Defined Contribution Pension Application Checklist

Please submit copies of the following documents with your application for benefits:

- Birth Certificate for you and your spouse
- Marriage Certificate
- Copy of current driver's license or current state I.D. (with photo) for you and your spouse
- If you have ever been divorced, please submit a complete copy of your divorce decree(s), Qualified Domestic Relations Orders, Separation Agreements, etc.

CHECKLIST OF ITEMS TO SUBMIT WITH YOUR BENEFIT APPLICATION:

Please utilize the checklist below to ensure that you have completed your application fully. This will expedite the application process. Missing documents and incomplete application forms will delay the processing of your application. Items that are in **bold** MUST be signed in front of a Notary Public (date of both signatures must match).

- ☐ Distribution Application Form or Hardship Application Form
- ☐ Supporting Documents (Hardship Only)
- ☐ Lump Sum Distribution Election Form
- ☐ Spousal Consent to Lump Sum Form
- ☐ Retirement Declaration (retirement only)
- ☐ **Certification of Marital/Single Status**
- ☐ Copy of your birth certificate
- ☐ Copy of your spouse's birth certificate
- ☐ Copy of your marriage certificate
- ☐ Copy of your photo ID
- ☐ Copy of your spouse's photo ID
- ☐ Copy of any and all previous divorce decrees, Qualified Domestic Relations Orders, Separation Agreements, etc.

Please review the forms you are submitting to make sure that you have completed all blanks, signed where necessary, including the signature of a notary public where applicable and answered the questions accurately and completely.

Please Return All Documents To: CMRCC DC Plan
P.O. Box 1057
Troy, MI 48099 -1057