Civil Service Superannuation Fund

July 2019 NEWSLETTER
ACTIVE MEMBERS

TIME IS RUNNING OUT TO PURCHASE OLD SERVICE

The clock is ticking!

March 31st 2020
Deadline to purchase service prior to April 1, 2018

Requests to purchase service are accepted only by application! Applications are available at www.peicssf.ca

Service that occurred before April 1, 2018 (i.e. old service) must be purchased by March 31, 2020. After this deadline passes, you will no longer be able to purchase old service.

This affects you if you answer YES to any of the following questions and you <u>have not already purchased</u> that old service:

☐ **Did you take a Maternity / Parental / Adoption Leave at some point since becoming permanent?**

☐ **Do you have any of the following types of service?**
- Prior Eligible Service
  (*casual employment before you became a permanent employee*)
- UPP Residual Service
  (*residual service arising for the UPP conversion to the CSSF*)
- Part-Time Residual
  (*residual service arising for the P/T conversion to the CSSF*)

☐ **Did you receive a <u>full</u> refund of pension contributions from this plan?**

☐ **Did you ever transfer service into the CSSF from another pension plan that resulted in a shortfall?**

THINKING OF RETIRING?

Important Spousal Eligibility Change

New rules come into effect on January 1, 2020

Beginning January 1, 2020, members must identify their spouse **at the time of retirement**. Only the person named at the time of retirement will be eligible to receive spousal survivor benefits.

Under the new terms of your pension plan, you must complete a Declaration of Marital Status form at the time of retirement. You will be required to identify your spouse or declare that you do not have a spouse. A common-law partner is considered a spouse if you are not married to anyone else and are living together in a relationship for at least 3 years (supported by income tax filings), or if you are the named parents to a natural or adopted child (supported by a long-form birth certificate).

RETIREMENT PREPARATION

DID YOU KNOW?

- **You are responsible to contact the Pension Office and make application to begin your CSSF pension. Your employer cannot do this on your behalf.**

- Even in retirement, you must keep your address up-to-date with the Pension Office. Failure to do so will result in the suspension of your pension if you cannot be located.

- Your CSSF pension income will be subject to income tax.

Be Prepared

Application and information

required at retirement

Members who retire on or after January 1, 2020 will need to provide the Pensions Office with the following information and forms to ensure you receive the maximum benefit to which you are entitled.

Members **with** a Spouse	Members **without** a Spouse
• Pension application	• Pension application
• Declaration identifying spouse	• Declaration stating there is no spouse
• Names of member and spouse	• Name of Member
• Confirmation of DOB of Member and Spouse	• Confirmation of DOB of Member
• Address(es) of Member and Spouse	• Address of Member
• Phone number(s) of Member and Spouse	• Phone number of Member
• Banking information	• Banking information
• Tax forms	• Tax forms

PURCHASE OF NEW SERVICE (i.e. on or after April 1, 2018)

Service that occurs on or after April 1, 2018 (i.e. new service) is available to purchase, but is subject to certain conditions:

☐ If, prior to joining the CSSF, you worked in the civil service, health sector, or other participating employer, you may be eligible to purchase up to 24-months of this service. **Application must be made within 24-months of the date you join the CSSF.**

☐ If, in the future, you wish to have a maternity, parental, or adoption leave recognized as pensionable service, **application must be made within 24 months of the end of the leave**. The cost is two-times contributions (i.e. equivalent to about 16% of gross salary). However, if you make application within 12 months of the end of the leave, the cost is one-times contributions.