

Employer Certification for Free Military Service

Instructions: Please print or type in dark ink. This form must be completed in its entirety and submitted to PERA via regular mail, fax, or e-mail to noreply.records@state.nm.us for processing.

Section 1

Information About You

Social Security Number or PERA ID		Name (First, Middle Initial, Last)			
()	E-mail Address				
Phone Number		City		State	Zip Code
Mailing Address					

Section 2

Employer Certification at the Time of Deployment

This section is to be completed by the PERA-affiliated public employer that employed the PERA member at the time the member entered into Military Service.

I hereby certify that the above named member was providing personal service as an employee to this PERA-affiliated employer at the time he or she entered an uniformed service of the United States because of a call to duty, deployment, peacekeeping mission or other declared national emergency. The records of this PERA-affiliated employer shows that the above named employee stopped providing personal service on the _____ day of _____, _____.

Month

Year

Name of Affiliated Public Employer					
Authorized Employer* Printed Name		Title	Email Address		() Phone
Signature of Authorized Employer*				Date	
*HR Manager, Payroll Manager or Finance Manager					

Section 2

Employer Certification Upon Return from Deployment

This section is to be completed by the same PERA-affiliated public employer that employed the PERA member upon return from Military Service.

I hereby certify that the above named member resumed or was entitled to resume providing personal service as an employee to this PERA-affiliated employer upon his or return from from Military Service and that the personal service as an employee resumed on the _____ of _____, _____.

Month

Year

Name of Affiliated Public Employer					
Authorized Employer* Printed Name		Title	Email Address		() Phone
Signature of Authorized Employer*				Date	
*HR Manager, Payroll Manager or Finance Manager					