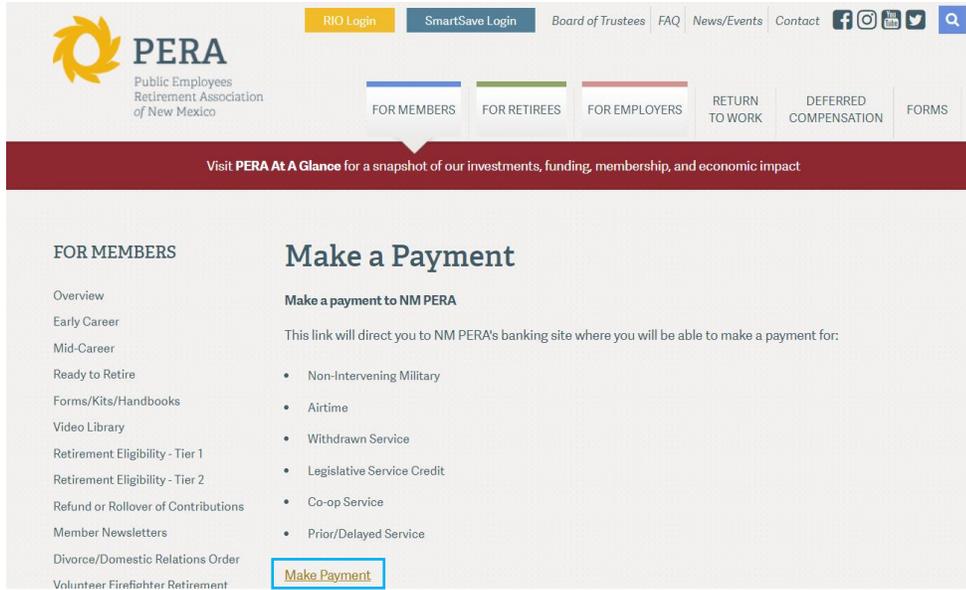


## Optional Service Credit Purchase (OSC) – ACH Payment

The payment website can be accessed 2 ways to make a one-time payment:

PERA website <https://www.nmpera.org/for-members/make-a-payment/>

### 1. Click on **Make a Payment**



E-Bill website directly <https://www.e-billexpress.com/ebpp/PERAofNM/>

### 2. Enter **PERA ID**

### 3. Enter PERA ID in **Confirm PERA ID**

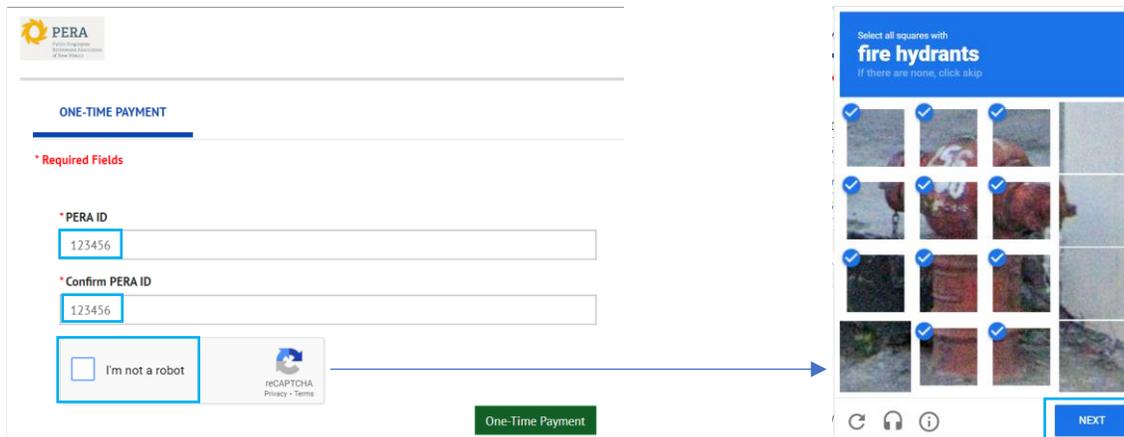
\*The PERA ID can be found on your service agreement\*

#### ADDITIONAL SERVICE CREDIT (AIR TIME) PURCHASE AGREEMENT

I John Smith SSN# XXX-XX-1234 / PERA ID 123456 understand and accept the terms and conditions as stated and certify that I am a current and vested member of PERA/JRA/MRA (CIRCLE ONE).

### 4. Click the **I'm not a robot** box

### 5. Click **Next**



6. Click **One-Time Payment**

ONE-TIME PAYMENT

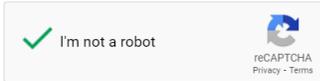
\* Required Fields

\* PERA ID

444553

\* Confirm PERA ID

444553



One-Time Payment

7. Complete the following required fields:

- Name – First & Last Name
- Phone number
- Email address
- Payment Amount – enter amount you will be paying
- Payment For – select the type of service credit you are purchasing from drop down box, options 1 - 7

Payment For:

Select Option

- Select Option
- 1-Non-Intervening Military
- 2-Airtime
- 3-Withdrawn Service
- 4-Legislative Service Credit
- 5-Co-op Service
- 6-Prior/Delayed Service
- 7-Other - See Comment

1-Non-Intervening Military: Is military service prior to PERA affiliated employer. May purchase a mas of 5 years.  
2-Airtime: Normal Airtime. Max of 12 months.  
3-Withdrawn Service: Previously refunded service.  
4-Legislative Service Credit: Representatives and Senators.  
5-Co-op Service: Cooperative work study training program. Max of 5 years.  
6-Prior/Delayed Service: Service for New PERA affiliated employer prior to affiliation. ([eligible](#) after vesting with PERA)  
7-Other-See Comment: (no current applicable situations)



[Home](#)

\* Required Fields

Home

* Name	* Phone	* Payment Amount
<input type="text"/>	<input type="text"/> Mobile ▾	\$ <input type="text"/>
	* Email	Payment For:
	<input type="text"/>	Select Option ▾
		* Payment Method <a href="#">Enter</a>
		<input type="text"/>
	* Pay Date	
	9/26/2023	
	Number of Month Purchasing	
	<input type="text"/>	

Continue to Payment

8. Click **Enter** next to **Payment Method** to add your ACH payment information

**\* Payment Amount**

\$

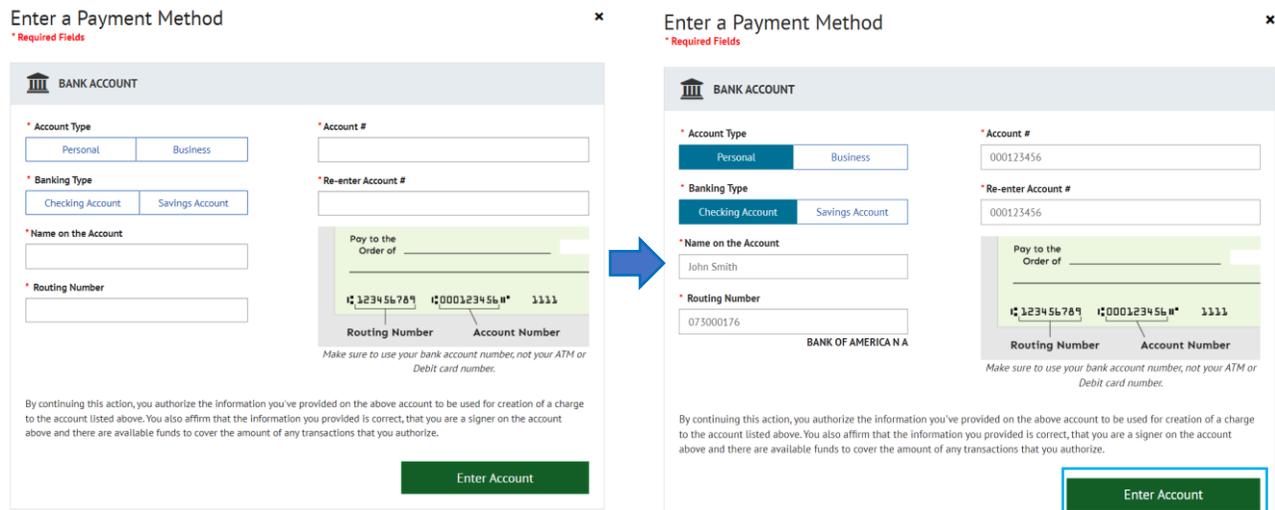
**Payment For:**

Select Option  

**\* Payment Method**  **Enter**

- Account Type (select one)
  - Personal
  - Business
- Banking Type (select one)
  - Checking Account
  - Savings Account
- Name on the Account
- Routing Number
- Account #
- Re-enter Account #

9. Click **Enter Account** (this will take you back to the Home Screen to complete the remaining required fields)



**Enter a Payment Method** ✕

\* Required Fields

**BANK ACCOUNT**

**\* Account Type**  
Personal Business

**\* Banking Type**  
Checking Account Savings Account

**\* Name on the Account**

**\* Routing Number**

**\* Account #**

**\* Re-enter Account #**

Pay to the Order of

**Routing Number** **Account Number**

Make sure to use your bank account number, not your ATM or Debit card number.

By continuing this action, you authorize the information you've provided on the above account to be used for creation of a charge to the account listed above. You also affirm that the information you provided is correct, that you are a signer on the account above and there are available funds to cover the amount of any transactions that you authorize.

**Enter Account**

- Pay Date – enter today's date or a future date
- Number of Months Purchasing – enter how many months you will purchasing

10. Click **Continue to Payment**

\* Required Fields

**Home**

**\* Name**  
John Smith

**\* Phone**  
5054694021 Mobile

**\* Email**  
john.smith@pera.nm.gov

**\* Payment Amount**  
\$ 8492.35

**Payment For:**  
2-Airtime

**\* Payment Method**  
BANK OF AMERICA N A \*\*\*\*3456

**\* Pay Date**  
9/26/2023

**Number of Month Purchasing**  
9

**Continue to Payment**

11. Click **Make Payment** once you've verified all entered information is correct

\* Required Fields

### Verify Payment

**PAYMENT SUMMARY**

1 Payment \$8,492.35

**Payment Method** Enter

BANK OF AMERICA N A \*\*\*\*\*3456

**Payment Date**

9/26/2023 📅

Payments confirmed before Tuesday, September 26, 2023 6:00 PM MST will be posted on Tuesday, September 26, 2023. Payments confirmed after Tuesday, September 26, 2023 6:00 PM MST will be posted on Wednesday, September 27, 2023.

**Payment Terms & Conditions**

These Payment Terms and Conditions ("Terms") govern your use of the Internet Bill Presentment and Payment Service (the "Service"). As used in these Terms, the words "we," "us," and "our" refer to the Biller you are paying. The words "you" and "your" refer to you as the business or consumer using the Service and accepting these Terms. The words "you" and "your" also include any user you authorize to use the Service on your behalf.

1. Erroneous Instructions. If we receive a payment instruction authorized by you and the instruction is erroneous in any way, we shall have no obligation or liability for the error.

2. Transaction Limitations. Please be aware that certain types of bank accounts have limits on the numbers of transfers or withdrawals that may be made per month. Your bank may refuse transfers which would exceed such limits, so we recommend you check with your bank to determine what limitations are imposed on withdrawals from any account. If we are not able to debit the amount required to cover an

[Print Terms and Conditions](#)

**Name**

John Smith

**Email**

john.smith@pera.nm.gov

**Phone**

5054694021

\* By clicking the **Make Payment** button you agree to the terms and conditions stated above.

By clicking the **Make Payment** button I, **John Smith**, confirm that today, Tuesday September 26, 2023, I am authorizing a one-time debit from my Checking account ending in \*\*\*\*\*3456 in the amount of \$8,492.35 USD to be remitted to PERA. This debit will occur on or after Wednesday September 27, 2023.

If you have any questions regarding this transaction request, please call 800-342-3422.

**Make Payment**

[Cancel](#)

**PAYMENT DETAILS** [Export](#)

Number of Month Purchasing	Payment Amount	Payment Amount	Payment For:
PERA ID 444553			
<input checked="" type="checkbox"/> 9	8,492.35	8,492.35	2-Airtime <span style="float: right;">📄</span>

12. A confirmation of payment will be generated

## Confirmation

**Thank You!** Your payment has been made.

[Print Confirmation Page](#)

**John Smith**

<b>Payment Date</b>	9/27/2023
<b>Payment Method</b>	BANK OF AMERICA N A *****3456
<b>Total Payment</b>	\$8,492.35

Payments confirmed before Wednesday, September 27, 2023 6:00 PM MST will be posted on Wednesday, September 27, 2023. Payments confirmed after Wednesday, September 27, 2023 6:00 PM MST will be posted on Thursday, September 28, 2023.

If you have any further questions about payments to PERA, please contact our office at 800-342-3422 .

PERA ID	Confirmation #	Payment Amount
444553	3100203340	\$8,492.35

[Return to Home](#)   [Log Out](#)