APPLICATION FOR SPOUSE/DIVORCED SPOUSE ANNUITY

OFFICIALL	Y FILED					
MONTH	ONTH DAY YEAR				OFFICE N	UMBER
APPROVE	D					
NDD1 10 4 T	01111111111		D,	ATE COD	DED	
APPLICATI	ON NUMBI	ΕR	_	ATE COD MONTH	DAY I	YEAR
APPLICATI	ON NUMBE	ER	_			YEAR

Section 1 General Instructions

Before you complete this application, be sure to read the booklet *RB-30*, Spouse/Divorced Spouse Annuity, which explains information you will need to answer many of the questions in this application. Also be sure to read the important notices at the end of the booklet RB-30.

Type or print legibly in ink. If you need more space than is provided to answer a question, use Section 15 for this purpose. If you do not know the answer to a question, print "Unknown" in the space provided for the answer.

When entering dates, always use numbers. Also, be sure there is one number in each box. For example, you would enter June 6, 2007, as:

Mon	th	Da	ay	Year							
0	6	0	6	2	0	0	7				

Some items in this application will not apply to you so you will not need to answer them. Based on your answer to a question, you may be told to skip to another item number, or even another section. Follow the instructions that tell you to "Go to" another item. These are designed to save you time and help you move through the application form quickly filling in only necessary information. If no "Go to" instructions are given, answer the next item in order. Do not skip any items unless directed to do so.

If you are completing this application on behalf of someone else, you must answer each question as it applies to the applicant.

Identifying Information

Check the information entered by the Railroad Retirement Board (RRB) for Items 1 through 6 for accuracy.

- ➤ If the information is correct, go to Section 3.
- ➤ If the information is not correct, cross out the incorrect information and enter the correct information above it.
- ➤ If the information is missing, fill it in.

Employee Identification	1	EMPLOYEES RAILROAD RETIREMENT CLAM NUMBER →
1	2	EMPLOYEE'S SOCIAL SECURITY NUMBER —
	3	EMPLOYEE'S NAME
Applicant Identification	4	APPLICANT'S NAME
	5	a MAILING ADDRESS
		CITY AND STATE
		ZIP CODE —————
		b COUNTY ————
	6	DAYTIME TELEPHONE NUMBER —

		Information About You And Your Family										
Social Security	7	Enter your social security number.			_			_				Go to Item 8
Information		If none, enter an "X" by "To be submitted."	To be	sub	mitte	ed -	- (Go to	Item	10		
	8	Enter an "X" in the appropriate box: My name appears on my social security card exactly as it does in Item 4.	AND					to Ite		1		
	9	Enter your name as it appears on your social security card.										
Sex	10	Enter an "X" in the box that shows your sex.		Total Hard	MA FEN		.E					
Birthdate	11	Enter your date of birth.	Month	h	<u>Dar</u>	<u>y</u>			/ear			
Name At Birth	12	Enter your name at birth if different from Item 4.										
Current Marriage	13	Enter the date of your marriage to the railroad employee.	Month	n	Day 	<u>y</u>		\	/ear 		_	
Marital Status	14	Enter an "X" in the appropriate box: Marital status to the railroad employee.			MAR			→				
Previous Marriage	15	Enter an "X" in the appropriate box: The railroad employee was married before our marriage.	Second Second		∕es No							
	16	Enter an "X" in the appropriate box: I was married <i>before</i> my marriage to the railroad employee.						to Ite				
Subsequent Marriage	17	Enter an "X" in the appropriate box: I was married <i>after</i> my marriage to the railroad employee.	[=	′es No							
Marriage History	18	If you are a spouse, enter the following information about yo If you are a divorced spouse, enter the following information employee. If applicable, enter information for more than one	about	you	r ma	ırria	ge 6	after	your	marı	riage	
		a Marriage Began					Mar	riage	Ende	d		
		1. Date	5. Dat	te								
		2. City and State	6. City	y and	l Stat	te						_
		3. Former Spouse's Name	7. Rea	ason		:	ath ner -	Expla	Divor ain in		_	ment
		4. Former Spouse's Social Security Number ───		_	-				-			: -:
		Complete 18b if you do not know your former spouse's social	al secu	ırity ı	numl	ber.						_
		b Enter your former spouse's (1) Date of birth —	Month	1	Day	/		<u> </u>	/ear			
	1	(2) Place of birth —										
		(3) Father's name —										
	 	(4) Mother's maiden name —										

Criminal Offense	19	Enter an "X" in the appropriate box: Within the past 12 months, I have been imprisoned or given a sentence of confinement due to a conviction for a criminal offense.	Yes → Go to Item 20 No → Go to Section 4									
	20	Enter the date of the conviction.	Month	Day	Year							
	21	Enter the date of the sentence of confinement.	Month	Day	Year							
	22	Enter the date that confinement began.	Month	Day	Year							
	23	Enter an "X" in the appropriate box: Has the confinement ended?			- Go to Item 24 - Go to Section 4							
	24	Enter the date confinenient ended.	Month	Day	Year	NAME OF THE PROPERTY OF THE PR						
Sect	tion 4	Information About Type Of Annuity										
Please early r		Parts I & III of the <i>RB-30</i> booklet for information about spousent.	se and dive	orced spe	ouse annuities and	reductions for						
Type of Annuity	25				GE ANNUITY TY BASED ON REN	Go to Item 26						
		Enter an "X" in the box that shows the type of spouse annuity you are filing for.		REDU(ANNUI	CEDAGE Y	Go to Section 5						
				WITH F	CED SPOUSE PREVIOUS EDUCTION	Go to Section 6						
		Enter an "X" in the appropriate box: I will accept a reduced age annuity if I am not eligible for a full age annuity or an annuity based on child(ren).		Yes No								
		Information About Children In Your Care	:l									
Pease	read	Part I of the <i>RB-30</i> booklet for an explanation of "chid-in-ca	are."									
Filing Based On Child-In- Care		Enter an "X" in the appropriate box: I have one or more of the railroad employee's children in my care who are unmarried and under age 18. (This includes natural children, adopted children, stepchildren and dependent grandchildren.)			- Go to Item 28 - Go to Item 33							

Children	F	Print the requested information of the print the youngest child in 28 number, enter "TO BE SUBM"								
		Child's Full Name Social Security No	Relat		nip to Employ eck One)		Date of Bir	th	Enter an " X in the appropriate box: The child is disabled	
	28	a Name		28c		Natural Adopted Stepchild	28d Month	Day	Year	28e
						Grandchild Other				
	29a 29a	a Name			Ratural Adopted Stepchild		29d Month	Day	Year	29e Yes
						Grandchild Other				□ No
	30a	Name		30c		Natural Adopted Stepchild	30d Month	Day	Year	30e Yes
						Grandchild Other				□ No
		Name		31c		Natural Adopted Stepchild	31d Month	Day	Year	31e Yes
	31b					Grandchild Other				□ No
		Name		32c		Natural Adopted Stepchild	32d Month	Day	Year	32e Yes
	32b					Grandchild Other				□ No
		Note: To support your e either you or the employ Determination of Child	ee must com	plete	and	return to the	e RRB For	m <i>AA-1</i> :	9a, Appli	din your care, cation for
	Do	not complete Item 33 if eve					· ·			
Children Not Living With	33	Print the requested informa Explain your parental respo				ving with yo				
Applicant		Full Name	Child's	s Addr	ess		Pers	on With \	Whom Ch	rild Now Lives Relationship
		Of Child			7.100.000			Name		To Child
		а	_							
		b								
	<u> </u>	Note: Items 34-45 are reser	ved.							
		Information About	t Your Railr	road	Wc	ork 				
	read	Part II of the RB-30 bookle		nation	of w	ork that you	u must sto	ρ		
Railroad Work	46	Enter an "X" in the appropr I have worked for a railroad railroad industry or a railroad	d or other emp			ne 🕒			o to I tem o to Sect	
Last Railroad	47	Enter the name of the railro labor organization that last			road					
Employment	48	Enter your payroll name an number for that employer. (work for the employer name year or last year, leave this	If you did not ed in Item 47							
	49	Enter your last job title for t (If you did not work for the oin Item 47 this year or last yitem blank.)	employer nam	ned		>				

Last Railroad Employmer (Cont.)	50	Enter your last division or department and its location for that employer.	→										
(001111)	51	Enter the dates you worked for that employer.		FR	ОМ		Т	0					
		(If your railroad employment has not ended,	Month	Day	Year	Month	Day	Year					
		enter the last date you will work for that employer in the "TO" date.)											
	52	Enter an "X" in the appropriate box: I relinquish my seniority rights and all other rights to work for the employer shown in Item as of the last date entered in Item 51.	>	Yes No									
Other Railroad Work	53	Enter an "X" in the appropriate box: I have worked for another railroad or other employer in the railroad industry or a railroad labor organization this year or last year. □ Yes → Go to Item 54 □ No → Go to Item 60											
	54	Enter the name of that employer.											
	55	Enter your payroll name and Identification number for that employer.											
	56	Enter your last job title for that employer.											
	57	7 Enter your last division or department and its location for that employer.											
	58	Enter the dates you worked for the employer		F	ROM	ТО							
		named in Item 54. (If your railroad employment has not ended, enter the last date you will work	Month	Day	Year	Month	Day	Year					
		for this employer in the "TO" date.)											
	59	Enter an "X" in the appropriate box: I relinquish my seniority rights and all other rights to work for the employer shown in Item 54 as of the last date entered in Item 58.	-	yes No									
Railroad Seniority Rights		Enter an "X" in the appropriate box: I still have seniority rights or other rights to retute to work for a railroad employer or a railroad laborganization not listed in Items 47 or 54.	•	☐ Yes → (
		Enter the name and address of any additional employer indicated in Item 60 with whom you still have rights to return to work.		-									
		Note: Your spouse annuity cannot be with the employer(s) named in Items	pegin until s 47-61.	you re	linquish your righ	nts to em	nploymer	nt					

Sect			••••	
Do no		nplete this section if you are filing for a divorced spouse annu		
Work		lease read Part IV of the <i>RB-30</i> booklet for information about nor nnuity.	nra	ilroad work and how employment attects your
	62	Enter an "X" in the appropriate box: I worked for pay outside the railroad industry within the 6 months before the date I expect my annuity to begin. (Do not include self-employment. Include any employment for an incorporated business which you own or public service.)	-	☐ Yes → Go to Note and Item 63 ☐ No → Go to Item 73
		Note: If you had Last Pre-Retirement Nonrailroad Emplo complete Form G-19F , Earnings Information Request, (1) The annuity beginning date (ABD) is before January (2) the ABD is January I, or later, of this year, and yo	, on ary	nly when one of the following applies: I of this year or
Most Recent Nonrailroad Work	63	Enter the name and address of your current or most recent nonrailroad employer.		
	64	Enter your current or most recent job title for that employer.	-	
	65	Enter your average monthly salary for that employer. (SHOW DOLLARS ONLY)		\$
	66	Enter the dates you worked for that employer. (If you have not set the date you expect to stop working, leave the "TO" date blank and check the box "I am still working.")	-	FROM TO Month Day Year Month Day Year I am still working
	67	Enter an "X" in the appropriate box: The employer named in Item 63 is a seasonal employer.		☐ Yes ☐ No
Next Most Recent Nonrailroad Work	68	Enter the name and address of your next most recent nonrailroad employer within the 6 months before the date you expect your annuity to begin.	-	If none, enter "NONE" and ge to Item 73
	69	Enter your last job title for that employer.	-	
	70	Enter your average monthly salary for that employer. (SHOW DOLLARS ONLY)	-	\$
	71	Enter the dates you worked for that	_	FROM TO
		employer. (If you have not set the date you expect to stop working, leave the	N	Month Day Year Month Day Year
		"TO" date blank and check the box "I am still working.")	-	I am still working
		Enter an "X" in the appropriate box: The employer named in Item 68 is a seasonal employer. —>	-	Yes No
Self- mployment		ou are employed and your business is incorporated answerlt npleted. If your business is not incorporated, answer Item 73		
	ľ	Enter an "X" in the appropriate box: I was self-employed during the last 6 months.	-	☐ Yes → Go to Item 74 ☐ No → Go to Section 8
	1	Note: If answered "Yes," complete and return Form AA-4 , S Questionnaire, to the RRB.	Selt	f-Employment and Substantial Service

Self- Employmer (Cont.)	74	Enter an "X" in the appropriate box: I am still self-employed.	Yes → Go to Section 8 No → Go to Item 75
	75	Enter the date you were last self-eniployed.	Month Day Year
Secti		Information About When Your Annuity Will Part II of the <i>RB-30</i> booklet to find out when your annuity c	
Annuity			an begin.
Beginning Date	76	Enter an "X" in the appropriate box: I want niy annuity to begin on the earliest date permitted by law.	Yes → Go to Section 9No → Go to Item 77
	77	Enter the date you want your annuity to begin.	Month Day Year
Secti	on (Information About Your Earnings	
		vering Items 78-90, please read Part IV of the <i>RB-30</i> booklet mpt amounts, refer to <i>Form G-77a, How Work Affects You</i>	
Earnings Last Year	78	Enter an "X" in the appropriate box: I expect my annuity to begin before January ■ of this year. ➤	☐ Yes → Go to Item 79 ☐ No → Go to Item 83
(Year)	79	Enter an "X" in the appropriate box: My total earnings from all employment last year were more than the annual earnings exempt amount.	 Yes → Go to Item 80 No → Go to Item 83
	80	Enter your total earnings for last year. (SHOW DOLLARS ONLY)	\$
,	81	Enter an "X" in the appropriate box: I earned more than the monthly earnings exempt amount in employment for hire or performed substantial services in self-employment in every month last year.	☐ Yes → Go to Item 83 ☐ No → Go to Item 82
	82	Enter an "X" next to each month last year in which you did not earn more than the monthly earnings exempt amount or perform substantial services in self-employment.	JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC
Earnings This Year (Year)	83	Enter an "X" in the appropriate box: I expect my total earnings for all employment this year to be more than the annual earnings exempt amount. (If all your earnings are from only railroad employment before your date last worked, answer "No.")	☐ Yes → Go to Item 84 ☐ No → Go to Item 87
-	84	Enter the total amount you expect to earn this year. (SHOW DOLLARS ONLY)	\$

_	_		
Earnings This Year (Cont.)	85	Enter an "X" in the appropriate box: I expect to earn more than the monthly earnings exempt amount in employment for hire or to perform substantial services in self-employment in every month this year.	☐ Yes → Go to Item 87 ☐ No → Go to Item 86
	86	Enter an "X" next to each month this year in which you did not, or do not expect to, earn the monthly earnings exempt amount or perform substantial services in self-employment.	JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC
Earnings Next Year (Year)	87	Enter an "X" in the appropriate box: I am filing this application in September, October, November, or December.	☐ Yes → Go to Item 88 ☐ No → Go to Section 10
	88	Enter an "X" in the appropriate box: I expect my total earnings for all employment next year to be more than this year's annual earnings exempt amount.	☐ Yes → Go to Item 89 ☐ No → Go to Section 10
	89	Enter the total amount that you expect to earn next year. (SHOW DOLLARS ONLY)	\$
	90	Enter an "X" next to each of the first four months of next year in which you expect to earn less than this year's monthly earnings exempt amount.	JAN FEB MAR APR
Please r	read	Information About Social Security Benefits Part V of the <i>RB-30</i> booklet to see how this application care effect social security benefits will have upon your railroad re-	protect your rights to social security benefits, and
Social Security Filing Date	91	Enter an "X" in the appropriate box: I also want this application used to protect my filing date for social security benefits. (Answer "Yes" only if you are age 62 or older, disabled, or otherwise eligible for social security old age, disability, or survivor benefits and you have not filed an application for such benefits.)	☐ Yes ☐ No
Social Security Benefits	92	Enter an "X" in the appropriate box: I have filed, or plan to file within the next 90 days, an application for social security benefits.	☐ Yes → Go to Item 93 ☐ No → Go to Section 11
F		Enter the date you became or will become eligible for these social security benefits.	Month Year
-		Enter an "X" in the appropriate box: I have received my first social security payment.	☐ Yes → Go to Item 95 ☐ No → Go to Item 96
-		Enter the current total monthly amount of your social security benefits (before reduction for work or Medicare premiums).	\$

		<u> </u>										
Social Security Benefits (Cont.)	96	Enter an "X" in the appropriate box: All or part of my social security benefits described above are based on the earnings of someone other than the railroad employee or myself.		Yes → Go to Item 97 No → Go to Section 11								
	97	Enter the social security number of the person on earnings your social security benefits are based.										
	98	Enter the name of the person on whose earnings your social security benefits are based.										
		Information About Other Railroad Re	etireme	ent Annuity								
Please	read	Part V of the RB-30 booklet for an explanation of the	ne reduct	ion for other ra	ailroa	ad retiremer	nt annuiti	es.				
Other Railroad Annuity	99	Enter an "X" in the appropriate box: I previously filed, or I am now filing for a separate railroad retirement annuity based on an earnings record of someone other than the railroad employee named in Item 3. (Include yourself if applicable.)	~			- Go to Item - Go to Sec						
	100	Print the full name of that other person.		1								
	101	Enter that other person's Railroad Retirement Board claim number,	Prefix			If only six n enter here:	umbers,					
 		including the letter prefix.										
Please ı	read	Information About Public Service Pe Part V of the RB-30 booklet for an explanation of the		ion for a Public	c Sei	rvice Pensio	on.					
Public Service Pension	10	Enter an "X" in the appropriate box: I am receiving or expect to receive a pension or I have received or expect to receive a lump-sum payment instead of a pension, based on my earnings, from a agency of the Federal, state, or local government. (Answer "No" if your only government pension payments are social security, railroad retirement, veterans affairs, worker's compensation, or black lung benefits. Also answer "No" if you received a lump-sum payment that was just your contributions to the pension fund plus interest.)	~			- Go to Iten - Go to Sec						
	103	Enter an "X" in the appropriate box: I am/was an employee of the Federal Government	t. →			- Go to Not - Go to Iten		ection 1	3			
		Note: If answered "Yes," complete a Service Pension Questionnaire, as					ıblic					

Public Service Pension (Cont.)	10	Enter an "X" in the appropriate box: On my last day of employment, I was employed by a state or local government or the military service, and social security (FICA) taxes were being deducted from my public service earnings. NOTE: If answered "No," complete and it			No RB, Fo	→ orm (Note			tion 1	13	
		Public Service Pension Questionnaire	, and	d verificat	ion of y	our p	oensic ——	n. ——		<u>/</u>			
Secti	on	13 Information About Medicare											
ĺ	•	te this section only if you are 64 years and 5 months read Part VI of the <i>RB-30</i> booklet for an explanation of the		_		ո.							
Medicare Enrollment	105	Enter an "X" in the appropriate box: I have a Medicare card that shows entitlement to Medicare medical insurance (Part B).	>		_		Go to Go to						
	106	Enter your Medicare claim number.		Prefix								Sut	ffix
		(If this is a railroad retirement filing, enter the prefix. If it is a social security 'filing, enter the suffix.)	~										
						G	to S	ectic	on 14	•			
#	107	Enter an "X" in the appropriate box: I have filed for Part B within the last three months.	->		=		Go to Go to			ì			
	108	a Enter the social security number or railroad retirement claim number under which you filed. (If this is a railroad retirement filing, enter the prefix. If it is a social security filing, enter the suffix.)	>	Prefix								Suf	fix
		b Enter the date you filed.	-	Month	Day	/	1	Year	1		Go to Secti		4
1	109	Enter an "X" in the appropriate box: I wish to enroll in Part B.	→		and If yo mon No enro may	s If you are under age 65 years are of the second 4 months, go to Section 14. You are older than age 65 years are on the second 10. I understand that I elected record in Part B and that the premium by be higher if I do enroll later in Perton Section 14.					and 3 I not t Im rat	to te	
	110	Enter an "X" in the appropriate box: I am currently covered by an employer group health plan (EGHP) based on my own or my spouse's current employment.		☐ Yes → Go to Item 112 ☐ No → GotoItemIII									
	111	Enter an "X" in the appropriate box: I was previously covered by an EGHP based on my own or my spouse's current employment.	→		=		Go to Go to			14			
	112	The beginning date of my EGHP coverage is: If applicable, the date employment will stop for the	~	Month	Day	/		Year					
		person whose employment qualifies me for EGHP coverage is:	→	Month	Day	/		Year	1	6	So to I	ltem ′	114

Medicare Enrollment (Cont.)	t 11:	The beginning and ending dates of my EGHP coverage and the date last worked in the employment which qualified me for EGHP coverage are:		1 -1 1
		EGHP Beginning Date ————		-
		EGHP Ending Date	~	.
		Date Employment Stopped ——		
				Go to Item 114
1	114	Enter an "X" in the appropriate box: I wish to enroll in a special enrollment period.	_	S → Go to Item 115a → Go to Item 116
	115	Enter an "X" in the appropriate box: a. I am enrolling in Part B while either still covered by an EGHP or during the first full month after my EGHP coverage.	l <u></u>	S → Go to Item 115b → Go to Section 14
		b. I am requesting a Part B effective date of	Month Da	Oay Year Go to Section 14
	116	Enter an "X" in the appropriate box: I am requesting premium surcharge relief for the months of EGHP coverage.	Yes No	
Section	on 1	4 Direct Deposit		
Please	read	Part VII of the <i>RB-30</i> booklet for an explanation of Direct De	eposit.	
institution and go If you d	on. T to S o not	generally paid by Direct Deposit to your bank, savings and lo provide the information we need to correctly deposit your pection 15, or call your financial institution for the information thave a bank account, or if you believe receiving your paymeto to Item 122.	payments, attac you need to co	ich a voided personal check complete Items 117-121, below.
Direct Deposit	117	Enter the name of your financial institution.		
	118	Enter the telephone number of your	Area Code	Telephone Number
		financial institution.		
	119	Enter the routing transit number of your financial institution		
	120	Enter your account number. ———		
	121	Enter an "X" in the appropriate box: Type of account for the above account number.	Checki Saving Go to	
	122	Check this box if you do not have a checking or savings account, or if Direct Deposit would cause you a hardship.		ì

Section	n 15	Remarks			
Remarks		This section is to be used for the continuation of answers to other items. Be sure to include the item number at the beginning of the answer you wish to continue. You may also use this section to enter any additional information that you feel may be important to include.			
		· · · · · · · · · · · · · · · · · · ·			
		·			
	-				
	-				

Section 1	Certification	
Certification 12	I will have a guardian or other representative sign this application on my behalf.	☐ YES → Go to Note and Item 125 ☐ NO → Go to Item 125 her representative must sign this application. That
129	I know that if I make a false or fraudulent statement in ord (RRB), I am committing a crime which is punishable und Spouse/Divorced Spouse Annuity and RB-9, Em	der to receive benefits from the Railroad Retirement Board er Federal law. I have received the booklets, RB-30, ployee and Spouse Annuities – Events That Must Be ting events that would affect my annuity as explained in these this application is true to the best of my knowledge. IF I remarry (if I am filling for a divorced spouse annuity). IE acqualitying child marries or leaves my custody or
	my estimated earnings. IF I begin to receive benefits directly from the Social Security Administration. IF benefits I receive directly from SSA are adjusted for a reason other than normal cost-of-living increases. IF I begin to receive a public service pension or there is a change in the amount of my public service pension. IF my marriage ends in death or divorce (if I am filling for a spouse annuity). Also, if I am covered by the earnings restriction provisi reviewed Form G-77a, How Work Affects Your Railing above events or other events that may affect my annuity criminal and/or civil prosecution. SIGNATURE	including a business operated, managed or owned by me, a farnily member, friend or close associate, whether for pay or not, and without regard to how the business is organized (e.g., sole proprietorship, partnership, corporation, LLC, etc.). • IF I become a corporate officer of, own, or operate a corporation (including a corporation owned by a family member or friend) whether for pay or not. • IF I receive anything of value in lieu of salary or wages for any work that I performed. ons of the Railroad Retirement Act, I have received and oad Retirement Benefits. Failure to report any of the
	(First Name, Middle Initial, Last Name) Month	Day Year
126	If this certification is signed by mark ("X") in Item 1 sign below, giving their full addresses and daytime a. Signature of Witness	25, two witnesses who know the person signing must telephone numbers. b. Signature of Witness
	Address (Number and Street) City, State, ZIP Code	Address (Number and Street) City, State, ZIP Code
	Area Code Telephone Number	Area Code Telephone Number

Section 17 How To Return Your Application

Before you return your application, check to make sure that:

- **Every** question that applies to you has been answered.
- You have entered "unknown" in any answer space for which you were unable to answer a question.
- ➤ You have signed and dated the application.
- ➤ You have included **all** the needed proofs listed in the letter you received with this application.

When you received your application, you should also have received a pre-addressed return envelope. If you do not have this envelope, you can use any envelope as long as it is addressed to the RRB office shown on page 15 of this application. No matter which envelope you use, you must put the correct postage on the envelope. Be careful to provide enough postage, because your application and the accompanying forms may weigh more than a standard letter. The U.S. Postal Service will not deliver your application unless it has the correct postage.

Make one final check before you seal the envelope to ensure that the following are enclosed:

- ➤ NEEDED PROOFS
- THE APPLICATION FORM ITSELF
- ➤ ADDITIONAL FORMS YOU WERE ASKED TO COMPLETE

Note: After the RRB receives your application, a receipt form with information about your claim will be sent to you. When you receive it, you will know that the RRB has received your application and has started the work needed to determine if you are entitled to benefits. If you do not receive the receipt within two weeks after you have filed this application, please contact us so we can find out what is causing the delay.