

Application for Survivor Benefits - Receipt for Claim

Applicant's Name and Address

LINE-2

LINE-3

LINE-4

LINE-5

Employee's Name

Application Filing Date

Your application for a (ENTER TYPE OF BENEFIT) has been released and will be processed as quickly as possible. If you do not receive notification about your application by (ENTER DAYS FROM FILING DATE BASED ON CUST SER PLAN) you should contact the field office shown below.

If you change your address, or if there is some other change that may affect your application, you or your representative should report the change at once. If you have any questions, we will be glad to help you. You can report changes either by telephone, mail, or in person, whichever you prefer. Most Railroad Retirement Board offices are open to the public from 9:00 AM to 3:30 PM, Monday through Friday.

The changes to be reported are listed below.

Always Report These Changes to the RRB

- **Death** - If the child dies. (Printed if application type is 5, 6 or 7)
- **Marriage** – If you remarry. (Printed if application type is 2, 3, 4, 9)
- **Marriage** – If you marry. (Printed if application type is 5, 6 or 7)
- **Social Security** – If you file for social security benefits based on **any** person's earnings record.
- **Public Pension** – If you begin to receive a pension or receive a lump sum payment based on your earnings at an agency of the Federal, state or local government, or if your present payments change. (Printed if application type is 2, 3 or 4)
- **Earnings** – If your earnings change. On your application you told us you expected your total earnings for _____ to be \$ _____. (APPLICANT IS LESS THAN FULL RETIREMENT AGE.)
 - On your application you told us you expected your total earnings for _____ to be less than \$ _____. (APPLICANT IS LESS THAN FULL RETIREMENT AGE.)
 - You are earning more than \$ _____ a month. (APPLICANT IS LESS THAN FULL RETIREMENT AGE.)
 - You are not earning more than \$ _____ a month. (APPLICANT IS LESS THAN FULL RETIREMENT AGE.)
 - **Report at once if work pattern changes.** (APPLICANT IS LESS THAN FULL RETIREMENT AGE.)
- **Work** – If you go to work for a railroad or railroad labor organization.
- **Address** – If your address changes.

- **Address** – If your address changes, even if your payments are sent to a financial organization.
- **Bank Account** – If your financial organization or the account number at your financial organization changes.
- **Applicant is in Your Care** – If any person for whom you are receiving an annuity dies or leaves your care.
- **Criminal Offense** – If you are confined to a jail, prison, penal institution or correctional institution due to a conviction for a criminal offense.
- **School Attendance** – If you stop attending school full-time. (PRINTED IF APPLICATION TYPE IS 7.)

How to Report Changes

When a change occurs after you have begun receiving your annuity, you should report the change at once. You or your representative can make the reports by telephone, mail or in person, whichever you prefer.

(PARAGRAPH WILL BE PRINTED IF NON DISABILITY APPLICANT IS LESS THAN FULL RETIREMENT AGE.) In most cases, we calculate how much to reduce your annuity because of your earnings based on either the earnings estimate you gave us when you applied for benefits, or on reports submitted by employers to the Social Security Administration. You do not have to report your earnings to us unless:

- You stop working;
- You start working and expect to earn more than the annual exempt amount;
- Your employment is not covered under the Social Security Act (i.e., FICA taxes are not deducted from your pay);
- You work for a railroad or railroad labor organization;
- You return to work for your last pre-retirement non-railroad employer; or
- We ask for a report of your earnings.

To report any changes or ask questions, you should contact:

(Field Office Address and Telephone Number)

If for some reason you are unable to contact that office, you should contact:

US Railroad Retirement Board
844 N Rush Street
Chicago, Illinois 60611-2092
<http://www.rrb.gov>