

Status Form FAQ's-Please read before calling

Why am I receiving this form?

All retirees or beneficiaries currently receiving a pension benefit are required to complete this form every year.

Why must I notarize this form?

One of the greatest responsibilities of the Plan office is ensuring that our retirees and beneficiaries are receiving their monthly pension benefits as expected. The most efficient way for us to confirm this is to obtain and verify your identity with your notarized signature. This process has also helped us to locate retirees/beneficiaries who have moved and aren't getting important communications from the Pension Plan. **NOTE:** This form can be notarized by a Power-of-Attorney. Please include a copy of the Power-of-Attorney if you have not done so already. Also, this form can be notarized in other countries.

What happens if I don't fill out and submit the Pensioner Status Form to the Plan office?

If you don't respond in a timely manner, your monthly pension benefit will be temporarily suspended. Once you return the completed form, your pension benefit will be restored, including any missed payments. You can avoid any disruption in your payments by completing the form and returning it to the Plan office within the deadline provided.

Do I have to mail the Pensioner Status Form back to the Plan office?

Once you've signed and notarized the pension status form, you must mail it back to the Plan office in the return addressed envelope enclosed with the form. ***The Pension Department cannot notarize this form for you.***

Can I fax this form back?

No, because it must be notarized, we require the original to be sent back.

How can I make sure you received my status form?

The Pensioner Status Forms are sent to all Participants currently on pension. Please do not contact the Pension Department, as a receipt notice will be sent out by mail once your Pensioner Status Form has been processed. If you are signed up for email on the jibei.org/signup website, you will receive notification via email. ****Please allow at least 2 weeks for the form to be processed.****

*****We recommend that you keep a copy of the completed and notarized form for your records.*****