

## POST-1956 MILITARY SERVICE DEPOSIT CHECKLIST

DATE	EMPLOYEE NAME	AGENCY	POI
<i>Check appropriate block(s)</i>			
<input type="checkbox"/>	FORM AD-343, Payroll Action Request with instructions for:  <input type="checkbox"/> <b>CHECK PAYMENTS</b> <input type="checkbox"/> <b>PAYROLL DEDUCTIONS</b>		
<input type="checkbox"/>	OPM Form 1514, Military Deposit Worksheet or an equivalent if the agency has automated this process		
<input type="checkbox"/>	DD Form 214, Certificate of Release or Discharge from Active Duty		
<input type="checkbox"/>	RI 20-97, Estimated Earning Statement during Military Service or applicable service statement		
<input type="checkbox"/>	<b>For Federal Employees Retirement System (FERS) employees:</b> SF-3108, Application To Make Service Credit Payment, Federal Employees Retirement System <b>AND</b> SF-3108A, Application To Pay Military Deposit For Military Service Performed After December 31, 1956 <input type="checkbox"/> <b>EMPLOYEE'S SIGNATURE</b>		
<input type="checkbox"/>	<b>For Civil Service Retirement System (CSRS) employees:</b> SF-2803, Application to Make Deposit or Redeposit, Civil Service Retirement System <input type="checkbox"/> <b>EMPLOYEE'S SIGNATURE</b>		
<input type="checkbox"/>	Check, cashiers check, or money order is enclosed.		
OTHER			
VERIFYING OFFICIAL NAME (Please Print)		VERIFYING OFFICIAL SIGNATURE	DATE