



We would like to express our sympathy in the loss of your loved one. These are difficult days, yet we wanted to inform you about survivor's benefits you may be entitled to.

The surviving spouse may be eligible to receive a monthly pension. In order to begin receiving surviving spouse benefits, it is necessary to complete and return the enclosed documents. You may also be eligible to receive, in addition to the monthly benefit, a death benefit lump sum payment of five-thousand dollars (\$5,000). The Board of Trustees approves all applications. Please submit the following:

1. **Certified Copy of the Death Certificate**
2. **Copy of the Marriage License**
3. **Copy of your Driver License/Picture ID**
4. **Copy of your Social Security Card**
5. **Copy of your Birth Certificate**

If you desire direct deposit, please complete the enclosed Electronic Deposit Authorization Form. A voided check **MUST** be provided OR a representative at your financial institute **MUST** confirm your account information on the form. **IF you are on the City's HEALTH INSURANCE, please contact Human Resources-Health & Benefits at (817) 392-2897.**

In order to begin your surviving spouse benefit, please return all necessary documents to our office as soon as possible. Should you have any questions, please contact Carla Perez at 817 632-8901 or 800-741-9914.

