

Rule 513-7-1-.05 Application for Membership

- (1) A person applying for membership in the Fund shall file a completed application in the form prescribed by the Board, together with proof of date of birth, and a specified payment which shall be applied to dues payable for the first month of membership in the event the application is granted.
- (2) As noted in the application, the applicant should select a beneficiary. A beneficiary is any person designated before or after the approval of an application for retirement, by the applicant or member to receive benefits which may continue to be payable upon the death of the member. See also 513-7-1-.12. If there is no stated beneficiary, the beneficiary will be the member's estate.
- (3) The applicant shall furnish such additional information as may be requested by the Board or the Executive Director.
- (4) Upon receipt of a completed application and upon Board approval, a letter of acceptance shall be mailed to the applicant and a copy to the applicant's fire department. For the member's convenience, a copy of the "Rules and Regulations" is available on the GPPF website.
- (5) Upon acceptance to the Fund, new members shall be assigned a "Member Identification Number" (Member ID) to be used in all correspondence with the Pension Fund office and for access to member records in the "Member's Area" of the website.
- (6) Upon the determination by the Executive Director that an applicant does not satisfy the objective standards of the Fund relating to membership, the Executive Director shall have authority to give notice to the applicant that the application has been rejected.
- (7) When incomplete documentation is received by the Pension Fund the Fund staff will attempt to contact the member and the member's Fire Department to obtain missing documentation. If the staff is unable to obtain missing documentation, the application shall be returned to the applicant for resubmission.
- (8) Membership in the Fund shall be deemed to have commenced on the date the Pension Fund receives a completed application which includes the first month's dues payment or electronic payment authorization. The Executive Director shall report such action to the Board.

Authority: O.C.G.A. Sec. [47-7-23](#).