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225.922.0612 (hearing impaired)

**Judicial Upgrade Invoice Request
(La. R.S. 11:559)**

Member's First Name	Middle Name	Last Name	Today's Date	Social Security Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

IMPORTANT: Complete the entire form. Follow the specific instructions for each section. All dates should be in MM/DD/YYYY format.

SECTION 1: MEMBER'S INFORMATION

Member's Mailing Address	City	State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime Area Code/Phone Number	Evening Area Code/Phone Number	Email Address	Member's Birth Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION 2: PRIOR SERVICE INFORMATION (To Be Completed by Applicable Employer)

Each employer should complete a separate form.

Type of Prior Service	Dates of Prior Service		Accrual Rate of Prior Service (%)	Annual Salary
	From MM/DD/YY	To MM/DD/YY		

Check here if the employee has ever contributed to LASERS while employed as a Law Clerk.

Name of Personnel Officer	Signature of Personnel Officer	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION 3: MEMBER SIGNATURE

You must pay a nonrefundable fee of \$150.00 to LASERS for the actuarial calculation of the cost to upgrade prior service. This fee may be paid by personal check, cashier's check, certified check, or money order made payable to LASERS and should accompany this application. There will be a \$15.00 charge for all checks returned due to insufficient funds.

I understand that if I choose to upgrade the prior service credit, the upgrade will increase the retirement benefit to 3.5 percent, and will establish eligibility for retirement under the Judicial plan.

I will hold Foster and Foster Actuaries and Consultants harmless for any calculations based upon erroneous data supplied by the Louisiana State Employees' Retirement System.

Member's Signature

Date