



Estimate Requests Policy

To provide for a level of uniformity, consistency and achieve reasonable turnaround time, Active Employees, who are within two years of retirement eligibility, may request up to, but not more than, two Retirement Benefit Estimates, within a rolling twelve-month period. The Retirement Benefit Estimate will be calculated for a future retirement date, not being more than three years from the date of the request. All salary, leave balances, and leave without pay information will be obtained from DPS. LSPRS will not use projected or assume pay increases or leave balances. Actual pay, leave, and employment related information will be reported to LSPRS by DPS and/ or State Payroll.

LSPRS provides an online retirement benefit estimate calculator that may be used by all parties, it is available at: <http://lsprs.org/benefit-calculator>. The calculator may be used in conjunction with the Retirement Benefit Estimate obtained from the Retirement System to assist in retirement planning.

Summary:

- Active Employee must be within two years of retirement eligibility
- No more than two benefit estimate retirement dates within a rolling 12-month period
- The future retirement date may not exceed three years from date of request
- LSPRS will use current leave balances
- LSPRS will use current salary data from DPS, not incorporating projected or assumed salary increases

****Estimate Request Policy is from the LSPRS Policies and Procedures adopted by the Board of Trustees.***

Louisiana State Police Retirement System

9224 Jefferson Hwy | Baton Rouge, Louisiana 70809

(225)295-8400 or (800)256-5210

Fax: (225)295-8408; Email: info@lsprs.org

Retirement Benefit Estimate Request

Member Information

Name:

Date of Request:

(Please Print Name)

Within a rolling 12-month period, you may request estimates for up to two proposed retirement dates.

Do you intend to take terminal leave* prior to retirement? Yes No

**Please note that terminal leave is approved by your LSP Commander. You must follow LSP's policy regarding terminal leave. Please consult your Commander regarding your specific intent, your intended dates, and approval of your terminal leave.*

First Proposed Retirement Date:

Second Proposed Retirement Date:

Retirement Date (COB):

Retirement Date (COB):

Retirement Types

(Please check which types of estimates you would like; you may choose more than one.)

- Regular
- IBO
- BackDROP - 12 Months
- BackDROP - 24 Months
- BackDROP - 36 Months

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For terminal leave, state intended dates:

From:

For terminal leave, state intended dates:

From:

Through:

Through:

Contact Information

Email Address:

(where to send estimate)

Phone Number:

Estimates will be provided to the email address indicated on this form. Expect your estimate from 2 to 4 weeks after request is received. Your completed form may be emailed to info@lsprs.org.

**Please be sure to check your Office of Group Benefits vesting with DPS HR to ensure you have the requisite time required.*