

APPLICATION FOR VOLUNTARY EARLY RETIREMENT AUTHORITY (VERA)

PRINCIPAL PURPOSE: This form serves as a Department of Commerce employee application for Voluntary Early Retirement Authority (VERA). This application specifies how the employees would separate and explains the procedures for approving VERA.

1. NAME (*Last, First, Middle Initial*)

2. SSN

3. ORGANIZATION

4. OFFICE TELEPHONE NUMBER

5. JOB TITLE

6. SERIES

7. GRADE

8. As part of the Voluntary Early Retirement Authority (VERA), I am applying for separation under the following condition:

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VOLUNTARY EARLY RETIREMENT

9. When/if my VERA application is approved, I shall be committed to a voluntary early retirement.

I understand that by accepting early or optional retirement I am not subject to any restrictions regarding my annuity, and I can accept non-Federal employment; except if I'm an employee covered under FERS that qualifies for the annuity supplement, I could have the supplement reduced or discontinued due to an earnings limitation. If an annuitant (i.e., a retired Federal employee) is hired under a federal appointment, the annuity will continue and the new Federal salary will be offset by the annuity amount, unless the employing agency seeks and is granted a waiver of the salary offset by the U.S. Office of Personnel Management.

Employees will not be allowed to subsequently decline separating by VERA after signing the applicable forms. The decision to allow an employee to subsequently decline separating by VERA after signing the applicable forms will be made on a limited case-by-case basis for a reason such as hardship.

Statement of Understanding

By signing this document, you are acknowledging you have read and understand the terms and conditions of this application.

a. EMPLOYEE SIGNATURE

b. DATE

HUMAN RESOURCES OFFICE USE ONLY

10. Approved by: _____
Human Resources Specialist

Date Application Approved

Date Applicant Notified
of Approval