



OKLAHOMA LAW ENFORCEMENT  
— RETIREMENT SYSTEM —

# Personal Information Change

Please use this form to keep OLERS updated on any personal changes(address, add/remove spouse, add minor children, phone #, etc.) you may have so we can provide accurate information to our Actuary and ensure timely communication to membership.

**\*\*\*To update your \$5,000 Death Benefit beneficiaries you will need to use Form 12.\*\*\***

## Applicant Information

Applicant Name \_\_\_\_\_ Applicant SSN \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Email \_\_\_\_\_

## Dependent Information

Spouse Name \_\_\_\_\_ Marriage Date \_\_\_\_\_  
Spouse SSN \_\_\_\_\_ Spouse Birth Date \_\_\_\_\_

Minor Child Name	SSN	Birth Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

REMOVE SPOUSE: Name \_\_\_\_\_ Reason: Death Divorce

*If you need to remove your spouse due to death or divorce, attach a copy of death certificate or divorce decree.*

**\*\*\*To update your \$5,000 Death Benefit beneficiaries you will need to use Form 12.\*\*\***

## Signature

The Applicant stated above has attested that he/she has read this form, knows the contents thereof, and that the information contained therein are true and correct.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

## Submission Information

Completed form can be sent to OLERS via:  
Mail: 421 N.W. 13th, Suite 100, Oklahoma City, OK 73103  
Fax: (405) 522-5004  
Email: [forms@olers.ok.gov](mailto:forms@olers.ok.gov)

OLERS USE ONLY

Data Entry \_\_\_\_\_ Reviewed \_\_\_\_\_