**OMERS - Proof of Eligible Service**

What is Eligible Service?

Eligible service is service with any OMERS participating employer that is not credited service. Although this doesn't increase your normal retirement pension, it can help bring you closer to an unreduced early retirement pension.

We add your eligible service to your credited service when we calculate your early retirement pension Factor. 

You may be able to purchase some eligible service, converting it into credited service.

**Tell Us if You Have Eligible Service**

Your credited and any eligible service is listed on your annual Pension Report. If you think you have eligible service that is not on your OMERS Plan record, let us know as soon as possible.

There are several ways to notify us:

* Have your previous employer (where the service occurred) complete a  Form 168 – Proof of Eligible Service Form
* Send us a Form 169 – Statutory declaration for proof of eligible service – member. \*\*\* Be sure to include the supporting documents listed on Form 169. Without these documents, eligible service cannot be added to your record.

***For more information, call OMERS Client Services at 1-800-387-0813***