

**AUTHORIZATION** (Withholding will begin in 60-90 days). **No payment should be forwarded with application.**

I authorize the United States Office of Personnel Management to make appropriate deductions from my annuity payments, not to exceed the amount certified by the National Active and Retired Federal Employees Association as the amount of dues for which I am annually obligated, in accordance with elections I made (see reverse side), and to pay the deducted sum to the National Active and Retired Federal Employees Association (NARFE). This authorization shall also apply to any and all dues changes certified by NARFE membership in accordance with elections I made. *Please allow 60-90 days for processing.*

I understand that this authorization shall be valid until NARFE receives and processes my written notice of cancellation in accordance with its agreement with the Office of Personnel Management and that any disputes regarding this authorization shall be a matter between NARFE and myself. I hold the Office of Personnel Management harmless for any erroneous allotment deduction made pursuant to this authorization.

\_\_\_\_\_  
Signature of Annuitant or Survivor-Annuitant

\_\_\_\_\_  
Date

*Dues payments and gifts or contributions to NARFE are not deductible as charitable contributions for federal income tax purposes.*

DW-2 (01/21)

*✍*

**Q: How do I sign up?**

**A:** Complete the Dues Withholding Application to the left. Send no payment. It may be sent directly to the address below.

It may take 60 to 90 days before auto-deduction starts. Your membership starts as soon as your application is received.

**You will need your ...**

- Civil Service Annuity (CSA or CSF) number;
- Social Security number;
- Date of birth, and
- NARFE membership number, if you are already a member.

For more information, contact NARFE National Headquarters at **800-456-8410**, or by email at [memberrecords@narfe.org](mailto:memberrecords@narfe.org) or by mail to:

NARFE Member Services  
606 N. Washington St.  
Alexandria, VA 22314-1914



606 North Washington Street  
Alexandria, Virginia 22314-1914

[NARFE.org](http://NARFE.org)

F-86 (01/21)



# NARFE Dues Withholding Program

**SAVE** more than **10%** on NARFE membership and **NEVER** send another dues payment again!



**Social Security Number (9-digit number)**

-    -

Mr.  Mrs.  Miss  Ms.

Full Name \_\_\_\_\_

Street Address \_\_\_\_\_

Apt./Unit \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
mm dd yyyy

**Civil Service Annuity Number**

C S  -    -    -

(Include prefix, CSA or CSF) (Include any applicable suffix)

**NARFE MEMBERSHIP INFORMATION**

NARFE Membership ID \_\_\_\_\_

NARFE Chapter # (if applicable) \_\_\_\_\_

**YES, I also authorize my spouse's NARFE dues to be withheld from my annuity.** Additional annual dues of \$42 and chapter dues, if applicable, to be withheld annually. If YES, enter spouse's information below.

Spouse's Name \_\_\_\_\_

Spouse's Membership ID \_\_\_\_\_

Spouse's Email \_\_\_\_\_



# NARFE Dues Withholding Program

Through the Dues Withholding Program, any NARFE member who receives an annuity can safely and easily deduct their member dues from their annuity each month and save.

## Commonly Asked Questions

**Q: What is Dues Withholding?**

**A:** It is a payment method that gives NARFE members the option of having their annual dues automatically deducted from their annuities on a monthly basis.

**Q: Who is eligible for NARFE's Dues Withholding Program?**

**A:** Retirees, spouses of retirees and annuitant survivors are eligible for dues withholding. Life Members, active federal employees and Honorary Members do not qualify.

**Q: Can both my NARFE and chapter dues be deducted from my annuity?**

**A:** Yes. Signing the Dues Withholding form authorizes the withholding of national and chapter dues from your monthly annuity. National-only members are also eligible.

**Q: What determines the amount of my monthly deduction?**

**A:** Your monthly deduction is determined using the following formula:

**Current Members:**

$$\frac{(\$42 \text{ NARFE dues} \div 12) + (\text{Chapter dues - if applicable} \div 12)}{\text{Total monthly deduction}}$$

**Note:** The first year, new members dues are calculated using \$48 NARFE dues (divided by 12), deducted monthly. For subsequent years, see above formula.

**Q: Why are the payments divided into 12 monthly deductions instead of a single payment?**

**A:** The Office of Personnel Management (OPM) will not withhold a one-time annual dues payment. Dividing the annual membership fee into 12 monthly installments eases the cost of making a single payment.

**Q: Can I have membership dues deducted for myself and my spouse?**

**A:** Yes! The form features a question block in which you may authorize that additional withholding by checking "yes."

**Q: What if I change my mind? Am I obligated to remain in the program?**

**A:** Dues Withholding is voluntary. You may discontinue the Dues Withholding allotment at any time. Simply notify National Headquarters in writing of your intention to cancel.

**Q: In the event of my death, what will happen to the voluntary allotment?**

**A:** In this case, National Headquarters should be notified in writing by a family member. A surviving spouse who will receive a civil service annuity must submit a new form to continue the withholding from his or her own annuity payments.

