

**Manchester Employees' Contributory Retirement System  
CHANGE OF SECONDARY BENEFICIARY**

**(To be completed before a notary or retirement system representative per Chapter 218:19.)**

I request that the name(s) of my **Secondary** beneficiary(ies) appearing on the records of the Manchester Employees' Contributory Retirement System be changed...

**From the existing:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

**To the following: (You may list as many as you desire)**

**This action replaces all previously submitted Secondary beneficiary elections.**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Members Name(Printed) \_\_\_\_\_ Department \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Notary Section: (Must be completed unless signed before a retirement staff member.)**

State of \_\_\_\_\_

County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_, known to me to be the person whose name is signed above and who, under oath, executed the foregoing Spousal Acknowledgement or Applicant Certification.

WITNESS my hand and office seal.

Notary Public/Justice of the Peace \_\_\_\_\_

My Commission expires \_\_\_\_\_

**FOR OFFICE USE ONLY**

Date of Change \_\_\_\_\_ Certified by \_\_\_\_\_

Date updated in TACS/PensionPro \_\_\_\_\_ Updated by \_\_\_\_\_