

(Enter Date)

NDPERS
PO BOX 1657
Bismarck ND 58502-1657

RE: Notice of Legal Representation in Divorce Settlement

Dear NDPERS:

This is notification that this law firm has been retained by (Enter Member Name or Alternate Payee Name) as representation in the divorce settlement of (Enter Member Name and Spouse Name). Therefore, I request that NDPERS provide information regarding the NDPERS Defined Benefit Plan account for the purpose of establishing a qualified domestic relations order. This information should be sent to (Enter Law Firm and Mailing Address).

If you have any questions, please contact me at (Enter Phone Number).

Sincerely,

Name
Title