

{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** Spouse 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 Contribution Plan for the purpose of developing a qualified domestic relations order. This information should be sent to {Enter Mailing Address}.

If you have any questions, please contact me at {Enter Phone Number}.

Sincerely,

Name  
Title