



SIGNATURE AUTHORIZATION FORM (Non E-CARSON)

693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131
5820 S. Eastern Ave. Suite 220, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934
Toll Free 1-866-473-7768 Website: www.nvpers.org

Agency Name: _____ Agency #: _____

of PERS Members: _____ BUDGET #'s (if applicable) _____

ADDRESS: _____

_____ CITY STATE ZIP

Agency Phone #: _____ FAX #: _____

The following employees have signature authority as authorized by:

_____ Signature Chief Administrator

(Also Approved for Signature Authority)

AGENCY LIAISON OFFICER _____ Type or Print Signature

DEPUTY LIAISON OFFICER _____ Type or Print Signature

DEPUTY LIAISON OFFICER _____ Type or Print Signature

DEPUTY LIAISON OFFICER _____ Type or Print Signature

PAYROLL CLERK _____ Type or Print Signature Phone # _____

List additional employees with signature authority:

Technical Support Contact:

_____ Type or Print Name and Phone Number Signature

_____ Type or Print Name and Phone Number Signature

NOTE: THIS FORM SUPERSEDES ALL PREVIOUS FORMS!!!



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SIGNATURE AUTHORIZATION FORM EXPLANATION OF DUTIES

NRS 286.288 states, “Any participating public employer or group of such employer may select an employee as liaison officer to certify records and coordinate matters pertaining to retirement between the System and members or participating public employers...”

As the Liaison Officer, all mailings from PERS will be sent to your attention. You will act as the Liaison between your agency and PERS. Liaison officers are the only Public Employer staff that can complete Disability Retirement applications on behalf of employees within their agency, receive information regarding retiree accounts, and receive detailed employee account information.

Signature Authorities are only allowed access to information provided from their agency to PERS, such as enrollment and termination forms, and wage and contribution information.

If you have additional questions, please contact our Employer Services Division at (775)687-4200, or toll-free at 1-866-473-7768.