

DIVORCE PROCESS

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Retirement Counselor

Divorce Process

Member must contact DPFP to let them know of their potential divorce.

Member must complete a Release and Waiver.

- Identifies the people DPFP can speak with during the divorce.

Upon completion and receipt of the Release and Waiver, an analysis will be completed to define the community interest of your pension.

RELEASE AND WAIVER

This release is effective until _____

- Spouse _____
- My Spouse's Attorney _____ E-mail _____
- Member's Attorney _____ E-mail _____

Release and Waiver

Financial projection to be used for divorce proceedings.



I _____ give the Dallas Police & Fire Pension system permission to release pension projections and information from my personal file.

This release is effective until _____

Date of Marriage _____

Full Name of Spouse _____

Date of Birth of Spouse _____

Social Security # of Spouse _____

Spouse's Phone _____ (cell & home)

Spouse's E-mail _____

Spouse _____

My Spouse's Attorney _____ E-mail _____

Member's Attorney _____ E-mail _____

Member's Printed Name _____

Social Security # of Member _____

Member's phone _____ (cell & home)

Member's E-mail _____

Signature _____ Date _____

SUBSCRIBED AND SWORN TO BEFORE ME, the undersigned authority on this the

_____ day of _____, A.D., 20_____.

Notary Public in and For _____ County
Dallas Police & Fire Pension System
4100 Harry Hines Blvd., Suite 100
Dallas, Texas 75219

Domestic Relations Order (DRO)

A model Domestic Relations Order (DRO) will be sent to the member for his/her lawyer.

- Defines community interest (pension assets specific to time of marriage)

Once final judgment has been rendered in the divorce, DFPF must receive a copy of the final Divorce Decree.

- The final Divorce Decree will give the effective Date of Judgment.
- The Date of Judgment specifies the date when the Alternate Payee's (AP) benefit is effective.

If the ex-spouse is awarded a portion of the member's benefit, an original certified copy of the final Domestic Relations Order (DRO) is required per Article 6243a-1.

Domestic Relations Order (DRO)

DRO = court order that determines how an AP will be paid out

Once the certified DRO is received by DPFP, it must be qualified.

- Complies with state law
- DPFP-approved model DRO form
- Content and verbiage is reviewed

All payments to APs are placed on the Board Agenda for approval.

NOTE: DPFP does not pay any award to the Alternate Payee based on a Divorce Decree. A DRO is required.

Options for the Alternate Payee

- The type of DRO issued and the award is based on the member's status at the time of the divorce.
- Lump sum option can be repaid prior to member joining DROP or retiring.

NOTE: Once a member has set their benefit, either by entry into DROP or retirement, the AP cannot be awarded contributions.

Member Status	Award to AP
Active Members/Deferred Vested	Lump sum of contributions or monthly benefit (cannot collect until member is pension eligible)
Active DROP	Monthly benefit and/or DROP account (annuitized once AP reaches age 58 or when member retires)
Retirees	Monthly benefit and/or DROP annuity

Notes for Members

If you were not married the entire time of your employment with the City of Dallas, your total contribution balance may not all be community interest. Community Interest is determined as if the member began to participate in the Plan on the date of marriage and ended that participation on the date of dissolution of the marriage (divorce).

Even if there is no split of the pension, please ensure DPFP still receives a copy of the final Divorce Decree for your file. This ensures we are aware of the divorce and what, if anything, was awarded to the ex-spouse.

A member can only update their Beneficiary form once DPFP receives a copy of the final Divorce Decree.

Community Interest Example (Active)

Hire date: 01/01/2000

Marriage date: 06/01/2010

Divorce date: 12/01/2020

Prior to marriage:	\$25,000
During marriage:	\$50,000
Total contributions:	\$75,000
Community interest:	\$50,000

Notes for Members (con't)

Ensure DPFP receives the Final Divorce Decree and Final Domestic Relations Order as soon as possible.

- Retirees are responsible for the payment to ex-spouse as of the date specified in the final Divorce Decree.

The process from the initial call to finalization of the divorce can be lengthy, from months to years in some cases. There are no short timeframes within the divorce process.