Applying For Survivor Benefits of Deceased Annuitants



How to report the death of a deceased annuitant:

- Complete an on-line form: <u>https://apps.opm.gov/retire/death/death.cfm</u> or
- Send an email to <u>retire@opm.gov</u> (Access the online form above for required information about the deceased)

or

□ Call OPM at 888-767-6738

Once the death of an annuitant is reported, the OPM's Retirement Operations Center sends an application for death benefits to the applicable survivor(s).



Applying for Benefits - Documents / Forms You Will Need:

- CSRS Application for Death Benefits, <u>SF 2800</u> or FERS Application for Death Benefits, <u>SF 3104</u>
- □ Certified copies of the death certificate

If Applicable:

- □ Copies of birth certificate(s) for minor children and students
- □ Divorce decree(s)
- Court documents designating the executor/administrator of the deceased's estate

Continued:

- Court documents designating the appointed guardian for minor or disabled child(ren)
- Social Security Administration notice of award or denial of benefits for spouse (If eligible for benefits based upon the deceased annuitant's service)
- Social Security Administration notice of award or denial of benefits for minor or disabled child(ren) (If eligible for *Social Security Mother's or Father Insurance Benefits* based upon the deceased annuitant's service)
- □ Form FE-6 OFEGLI (Life Insurance) Claim for Death Benefits

Complete the appropriate Application for Death Benefits; then attach any other forms and/or evidence as the application or circumstances require.

Send the completed application package to:

Office of Personnel Management Retirement Operations Center ATTENTION: Survivor Processing Section PO Box 45 Boyers, Pennsylvania 16017-0045

A widow or widower who is claiming benefits for himself or herself and on behalf of children should file one application.

Additional helpful information:

Information for survivors of deceased annuitants: <u>http://www.opm.gov/retirement-</u><u>services/my-annuity-and-benefits/life-events/death/deceased-annuitant-benefits/</u>

Informational video on the death of an annuitant: https://www.youtube.com/watch?v=jkk4tgla8V8