



CHECKLIST FOR FERS DISABILITY RETIREMENT APPLICATION FORMS

In order to prevent delays in processing your disability retirement application, it is important that you submit all of the required forms to the TSA HRAccess Shared Service Center. The following checklist should be included on top of the disability retirement application and supporting documentation paperwork. The complete package should be sent to the TSA HRAccess Shared Service Center:

TSA HRAccess Shared Service Center

ATTN: Retirement Team
 2650 Park Tower Drive, Suite 201
 Vienna, VA 22180-7300

Included (Yes or No)	Form Number	Form Name
	SF 3107	Application for Immediate Retirement (FERS)
	SF 3112A	Applicant's Statement of Disability
	SF 3112B	Supervisor's Statement
	SF 3112C	Physician's Statement
	N/A	Supporting medial documentation
	SF 3112D	Agency Certification of Reassignment and Accommodation Efforts
	SF 3112E	Disability Retirement Application Checklist (this will be completed by the TSA HRAccess Shared Service Center)
	SF 2818	Continuation of Life Insurance Coverage as an Annuitant or Compensationer
	W-4 P	Withholding Certificate for Pension or Annuity Payments

 Name of Employee

 Date