Instructions to Manually Complete Repayment Worksheet for Buybacks in 2011
For Buybacks under G.L. c. 32 §3(6)(c), 3(6)(d) and 3(8)(b)

Use this worksheet to calculate the dollar amount a member must pay to buy back the creditable service associated with annuity savings fund balances that were previously refunded to the member.

Please note this worksheet assumes a one-time or lump sum repayment. Payments can also be made on an installment basis. Such payments must be calculated and rendered in accordance with the terms and conditions of a respective retirement board.

- Enter the *Name* of the member for whom the buy-back is being calculated.

- Enter the member's *Social Security Number*.

- Enter the *Date of the Refund.*

- Enter the *Amount of the Refund*.

- Enter the *Date of Repayment*.

- Entry of the *Periods of Service Covered by the Refund* and the corresponding *Amount of Service* is optional.

In the section, **Calculation of the Partial Year Interest Factor in the Year of Refund:**
- Subtract the month of the *Date of Refund* from 13.
- Multiply the result by the *Monthly Interest Factor*.
    (The *Monthly Interest Factor* can be found on the *Cumulative Interest Factors* page.)

Example: For a refund issued in September of 1995 where the actuarial assumed rate of interest (investment return assumption in the most recent actuarial valuation) is 8%

13 -   9   = 4   x   0.003333   = 0.013332
    Month of Refund   *Monthly Interest*   *Partial Year*
                            Factor   *Interest Factor*

In the section, **Calculation of the Repayment Amount:**

Year of Refund
- Enter the *Amount of the Refund* on **Line 1**.
- Enter the *Partial Year Interest Factor for the Year of Refund* on **Line 2.**
- Multiply the *Amount of the Refund* (**Line 1**) by the *Partial Year Interest Factor* (**Line 2**) and enter the result on **Line 3**.
- To obtain the *Balance as of 12/31 of the Year of Refund* (**Line 4**), add the *Amount of the Refund* (**Line 1**) to the *Partial Year Interest* (**Line 3**). Enter the result on **Line 4**.

From Year of Refund to Beginning of Current Year

- To obtain the *Cumulative Interest Factor to 12/31/2010* (**Line 5**)**,** select the Cumulative Interest Factor for the year of the *Date of Refund* from the Column corresponding to the actuarial assumed rate of interest for your system and enter it on **Line 5**.

- To obtain the *Balance as of 12/31/2010* (**Line 6**), multiply the value you entered on **Line 4** by the value you entered on **Line 5** and enter the result on **Line 6**.

Current Year

- Select the *Interest Factor to the End of the Month* from the **Interest Factor for the Current Year** chart in the middle of the worksheet for the column that corresponds to the actuarial assumed rate of interest for your system. Select the factor for the month of the *Date of Repayment* and enter it on **Line 7**.

- To calculate the *Interest* (**Line 8**)*,* multiply the value you entered on **Line 6** by the value you entered on **Line 7** and enter the result on **Line 8**.

- To calculate the *Amount of Repayment* (**Line 9**)**,** add the value you entered on **Line 6** to the value you entered on **Line 8** and enter the amount on **Line 9**.