



# PROSPER Individual Account Approval Application (1/2023)

Please print or type all entries in blue or black ink. Complete sections 1 and 2 for each individual requesting access to the PROSPER application. Individuals serving on more than one board will need a separate form for each board.



Before the Public Employee Retirement Administration Commission (PERAC) will provide services found at <https://prosper.perac.state.ma.us> (PROSPER web site), you must read and accept the terms of "The PERAC PROSPER ONLINE AGREEMENT TERMS AND CONDITIONS" found in full at [www.mass.gov/perac](http://www.mass.gov/perac). If you choose not to accept these terms you will not be granted access to use the Web site. The Web site is provided by PERAC as a convenience to the retirement boards; however this Agreement creates no obligation on the part of PERAC to provide access to the PROSPER Web site.

**1**

I, \_\_\_\_\_ agree to the PERAC terms and conditions.  
PRINT NAME

Signature \_\_\_\_\_ Date \_\_\_\_\_

Email: \_\_\_\_\_

Retirement Board: \_\_\_\_\_

▶▶ Do you serve on more than one retirement board?  No  Yes *(If YES, please complete form for each board)*

**Role requested (please select one):**

- Board Member** (may sign electronic documents for disability and procurements)
- Chairperson** (may sign electronic documents for disability and procurements)
- Board Administrator** (will have all the roles defined below for the Board Staff)
- Board Staff** (please select any or all sub roles defined below)
  - Disability** (may submit and review medical panels and disability transmittals)
  - Compliance** (may submit procurements and education requests)
  - Benefit Calculation** (may submit Benefit Calculation submissions)
  - Finance** (may submit Cash Books and Annual Statements)

**2**

**Please sign and date below** acknowledging that you have reviewed and approved the above individual to use the PROSPER application, as indicated above, on behalf of your retirement board:

Board Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Board Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

**This section PERAC internal use only**

**Accounts Approved by:** \_\_\_\_\_  
(print name)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Accounts Created by:** \_\_\_\_\_  
(print name)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_