

Chattanooga Fire and Police Pension Fund

Proof of Life Policy

In an effort to safeguard the assets of the Chattanooga Fire and Police Pension Fund (the "Fund") against potential fraud, it is the policy of the Board of Trustees (the "Board") that all participants receiving monthly pension payments shall acknowledge to the Board that they are still alive in order to continue to receive pension payments.

Schedule

In 2020, all participants receiving monthly pension payments shall complete and return the Proof of Life Affidavit provided by the Board no later than April 30, 2020. Beginning in 2022, participants will be required to submit the Proof of Life Affidavit on a biennial basis according to the schedule below:

Which Participants Are Affected	Beginning Date	Due Date
All Participants Who Retired from the Fire Department	March 1, 2022 and Biennial thereafter	April 30, 2022 and Biennial thereafter
All Participants Who Retired from the Police Department	March 1, 2023 and Biennial thereafter	April 30, 2023 and Biennial thereafter

Notices

Proof of Life Affidavits will be mailed to affected participants no later than March 1 of each year. Reminder notices will be mailed no later than March 30 of each year to those participants who have not yet returned an affidavit. Final certified notices will be mailed no later than April 30 of each year to those participants who have not returned an affidavit by the due date.

Witness

Proof of Life Affidavits may only be witnessed by a Notary Public, member of the Fund staff, or a trustee of the Board. Participants must provide a valid photo I.D. to the authorized witness, or otherwise comply with applicable law regarding notary acknowledgements.

Cessation of Benefit Payments

If a participant fails to provide the required Proof of Life Affidavit to the Fund office by May 30, the Fund may cease subsequent benefit payments until such affidavit has been provided to the Fund.

This policy is approved and effective as of October 3, 2019, by the Board, whose signatures appear below.



Charlie Thomason, President



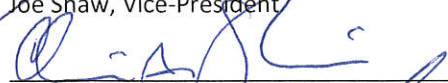
Nathan Vaughn, Secretary



Joe Shaw, Vice-President



Phillip McClain, Trustee



Chris Hopkins, Trustee



Britt Bradshaw, Trustee



Kelly Simmons, Trustee