

Kentucky Public Pensions Authority

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Form 4160
Revised 01/2026

Affidavit

Member Information

Member Name:

Member ID:

Required Documentation

In order to purchase service credit, you must have the agency you worked for during the period of time in question provide verification to our office by submitting Form 4225 - Verification of Past Employment or other valid payroll documentation. If you have not yet submitted this information, please contact our office at 1-800-928-4646 for assistance.

If the agency has notified KPPA that records are not available or was not able to provide sufficient documentation to verify your employment, you may attempt to verify the period of employment by submitting a Social Security Quarterly Breakdown (SSA 7050 F4) and two affidavits for the period of time in question. The required affidavits must be from two different individuals who are eligible for retirement service credit for the period of time in question, whether they actually contributed, are eligible to purchase it through a delayed purchase or re contribution of a refund, or received it through alternate participation. If affidavits are submitted, a Social Security Quarterly Earnings Statement, W2's, or other valid payroll records must accompany them.

The submission of affidavits and payroll records does not guarantee the eligibility to purchase service credit.

I, _____, swear and affirm that I was employed without any breaks in

service by

Dates Employed

for the following periods of time:

Received a Salary for Not Less Than

Specify one of the following:

80 hours (School Board employees only) or
100 hours (All other employees)

Member Certification

I state that I have full knowledge of the penalty in KRS 523.100 of the penal law, whereby a person falsifying records or attempting to defraud the Kentucky Retirement Systems shall be punished by a fine or imprisonment or both, and that the information provided in this document is true and accurate.

Signature:

Notary

State of:

County of:

This instrument

My Commission Expires:

Member Information

Member Name: _____

Member ID: _____

Supervisor/Coworker Affidavit #1

I state that I have full knowledge of the penalty in KRS 523.100 of the penal law, whereby a person falsifying records or attempting to defraud the Kentucky Public Pensions Authority shall be punished by a fine or imprisonment or both, and that the information provided in this document is true and accurate.

I, _____ do certify that I worked in a full-time position for the aforementioned employer during the same period specified on this form, and that I worked with the individual as a supervisor coworker. Further, I certify that in my judgement, this person has made a true statement of the dates and official hours of work required by the position.

Signature: _____

SSN: _____

Notary _____

State of: _____ County of: _____

This instrument was acknowledged before me this _____ day of _____

Notary Public _____

My Commission Expires: _____

Supervisor/Coworker Affidavit #2

I state that I have full knowledge of the penalty in KRS 523.100 of the penal law, whereby a person falsifying records or attempting to defraud the Kentucky Public Pensions Authority shall be punished by a fine or imprisonment or both, and that the information provided in this document is true and accurate.

I, _____ do certify that I worked in a full-time position for the aforementioned employer during the same period specified on this form, and that I worked with the individual as a supervisor coworker. Further, I certify that in my judgement, this person has made a true statement of the dates and official hours of work required by the position.

Signature: _____

SSN: _____

Notary _____

State of: _____ County of: _____

This instrument was acknowledged before me this _____ day of _____

Notary Public _____

My Commission Expires: _____