



INTERNATIONAL MONETARY FUND

REQUEST FOR PAYMENT OF REMAINING ONE-THIRD SEPARATION GRANT

(Please complete & return form to: HR Services Div., HR Center, MSC HQ2-5.007, 700-19th Street, N.W., Washington, DC 20431)

Name: _____ Staff ID No.: _____

Current Address: _____ Telephone No.: _____

E-Mail Address (if available): _____ Fax No. (if available) _____

(You must submit documents stated in both boxes below no earlier than 6 months and no later than 18 months after the date of resettlement travel or the separation date, whichever is later)

In accordance with GAO No. 8, Rev. 7, Section 7.04, I request payment of the remaining one-third separation grant. I am submitting the following documents as proof that I have resettled and established residence outside my last duty station country:

☐ a notarized statement indicating that I have been residing outside my last duty station country for a minimum period of six months after completion of my resettlement travel;

☐ a combination of documents under (a) and (b) below sufficient to demonstrate that I have established residence in the resettlement destination:

a. One or more of the following documents from the last duty station country to demonstrate that I have left the duty station country:

- ___ shipment of household goods consistent with the staff member's stated intentions to the resettlement destination;
- ___ evidence of the sale of residence;
- ___ other proof specific to the duty station country.

b. One or more of the following documents from the resettlement destination (must indicate staff member's name) to demonstrate that I have established a principle residence in the resettlement destination:

- ___ residence lease of one year or more,
- ___ a residential property title,
- ___ utility bills,
- ___ automobile registration or lease,
- ___ voter registration,
- ___ registration in the national health scheme,
- ___ proof of employment,
- ___ school enrollment of children,
- ___ other proof specific to the jurisdiction where I have resettled.

Signature of Applicant

Date