



Firefighters' & Rescue Squad Workers' Pension Fund Helpful Tips & Checklist

Firefighter Eligibility

To be an "eligible firefighter," you must be 18 or older and belong to a fire department that:

- ☐ is rated by the Fire Insurance Rating Bureau and is certified by the Department of Insurance as not less than a Class "9S" department,
- ☐ files a roster annually with the North Carolina State Firefighters' Association, which is forwarded to the Pension Fund by January 31 each year, and
- ☐ holds training sessions at least 4 hours monthly for which members are required to attend at least 36 hours per year.

Rescue Squad Workers Eligibility

To be an "eligible rescue squad worker," you must be 18 or older and belong to a rescue squad that:

- ☐ is eligible for membership in the North Carolina Association of Rescue and Emergency Medical Services Inc.,
- ☐ files a roster annually with the North Carolina Association of Rescue and Emergency Medical Services Inc., which is forwarded to the Pension Fund by January 31 each year, and
- ☐ attend a minimum of 36 hours of training sessions each year.

Becoming a Member

To become a member of this pension fund, you must:

- ☐ Complete an enrollment application ([Form 350, Enrolling in the Firefighters' and Rescue Squad Workers' Pension Fund](#)) through your department or squad, and
- ☐ As of Jan. 1, 2025, the monthly contribution is \$15 per month. Mail your completed application and the first payment to:

Firefighters' and Rescue Squad Workers' Pension Fund
Department of State Treasurer
3200 Atlantic Avenue
Raleigh, NC 27604

Your enrollment date will be effective in the month in which the pension fund receives both your application and first contribution.

- ☐ We recommend you complete Form [2FR \(Designating Beneficiary\(ies\) for the Firefighters' and Rescue Squad Workers' Pension Fund\)](#) as soon as possible and mail it to the address above or by email to Specialty.Plans@nctreasurer.com.

Register for ORBIT

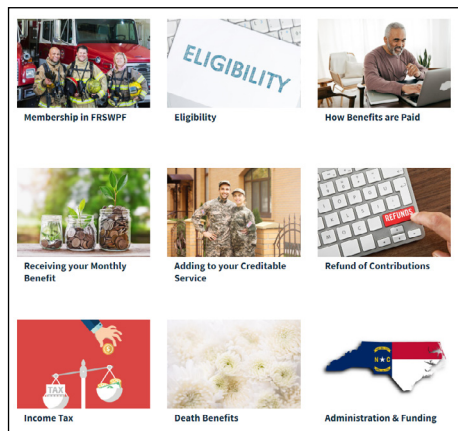


Once you are enrolled in the pension, you should register for ORBIT, the online portal for members.

- ☐ Visit [ORBIT](#) and select Register. Follow the steps to create a new account.
- ☐ Designate beneficiaries in ORBIT by clicking the Maintain Beneficiaries tab. This feature is available for active members and updates are effective immediately.
- ☐ Log in to ORBIT to track your service and contributions.

If you have questions regarding your account, service and/or contributions, you can send an email to Specialty.Plans@nctreasurer.com.

Firefighters' and Rescue Squad Workers' Pension Fund Digital Handbook



Your member handbook is your one-stop resource for all the details and laws that impact your pension benefits.



Applying for Your Pension

You may apply for monthly pension fund benefits after you:

- ☐ Have 20 years of creditable service as a firefighter or rescue squad worker, and
 - ☐ Reach age 55.
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Receiving Benefits

To begin receiving benefits, you must complete and submit to the Pension Fund:

- ☐ [Form 6FR, "Retiring from the Firefighters' and Rescue Squad Workers' Pension Fund"](#)
- ☐ [Form 170, "Authorizing Direct Deposit"](#)

You must apply for benefits. They are not paid automatically. Your application and direct deposit form should be returned to the Pension Fund 30 days before your scheduled retirement date.

As of Jan. 1, 2025, the pension fund benefit is \$175 per month.

Important Contact Information & Links



Web: [Fire and Rescue Personnel](#) [Enrollment in the Firefighters' and Rescue Squad Workers' Pension Fund](#)
[ORBIT](#) [Fire and Rescue Squad Forms on ORBIT](#)

Handbook: [Firefighters' and Rescue Squad Workers' Pension Fund Handbook](#)

Phone: 919-814-4590

Email: Specialty.Plans@nctreasurer.com