

Thrift Savings Plan (TSP) Separation Notification

If you were participating in the TSP and are separating from the Coast Guard (Discharge, RELAD or Retirement), the Personnel Service Center (PSC) needs to notify the TSP Service Office. You will not be able to withdraw funds from your account until the TSP Service Office has been notified, by the Coast Guard, of your separation.

The booklet “[Withdrawing Your TSP Account After Leaving Federal Service](http://www.tsp.gov/forms/tspbk02.pdf)” available at <http://www.tsp.gov/forms/tspbk02.pdf> provides information about accessing your account.

Please provide the following information so that we may notify the TSP Service Office of your separation from active duty:

NAME: _____

SSN- _____

Date Of Birth- _____ (DD MMM YYYY)

Date of Separation- _____ (DD MMM YYYY)

State of Legal Residence- _____

ADDRESS: _____

CITY: _____

STATE: _____ ZIP CODE: _____

Please submit information to USCG (MAS-TSP) office at the following address or by fax to **(785) 339-3760**:

Mail to:

USCG PSC (MAS-TSP)
444 SE QUINCY ST.
TOPEKA, KS 66683
(785) 339-3491
(785) 339-3760