

### **513-7-1-.01 Rules of General Applicability.**

- (1) The mailing address of the Georgia Firefighters' Pension Fund is 2171 East View Parkway Conyers, Georgia 30013.
- (2) The principal office of the Fund is located at 2171 East View Parkway Conyers, Georgia 30013.
- (3) The official web site of the Fund is [www.gfpf.org](http://www.gfpf.org).
- (4) Correspondence with the Board of Trustees concerning the Fund should be addressed to the Executive Director of the Fund only at the address in (1) above.
- (5) Unless otherwise provided by the Board of Trustees, meetings of the Board of Trustees shall be held at its principal office.
- (6) All checks issued by the Fund require the signature of the Executive Director or a duly authorized designee as approved by the Board of Trustees.
- (7) This rule is solely for the purpose of determining compliance with time requirements for delivery to the Board of Trustees of such matters; any matter required to be filed with the Board of Trustees, and any payment required to be made to the Board of Trustees, shall be deemed received by the Board of Trustees based on the U.S. Postal Service postmark date when such matter, or payment, is mailed to the Board of Trustees, if such mailing is later received by the Board of Trustees. The sender of any matter or any payment shall not be excused from the obligation to send or pay in the event any matter or payment so mailed is for any reason not delivered to the Fund.
- (8) In all instances in the succeeding paragraphs, where the signature of a "Department Chief" is required, the Chief may designate no more than two delegates with signature authority for purposes of signing membership and retirement applications and beneficiary forms. Such delegations must be on file with the Pension Fund Office in a form prescribed and approved by the Board of Trustees.
- (9) All forms referenced herein are available from the principal office of the Fund or from the official web site of the Fund as noted above.

Authority O.C.G.A. Sec. 47-7-23. **History.** Original Rule entitled "Rules of General Applicability" adopted. F. Dec. 23, 1985; eff. Apr. 19, 1984, as specified by the Agency. **Amended:** F. Sept. 25, 1991; eff. Oct. 15, 1991. **Amended:** F. Aug. 22, 1994; eff. Sept. 11, 1994. **Amended:** F. Dec. 29, 1999; eff. Jan. 18, 2000. **Amended:** F. Feb. 5, 2001; eff. Feb. 25, 2001. **Amended:** F. Aug. 20, 2009; eff. Sept. 9, 2009.