

# Department of the Navy—Civilian Benefits Center

## Military Service Deposits



### Overview:

The Post-56 Military Service Deposit Program allows military veterans with active duty service to credit this time towards their civilian retirement annuity, potentially leading to earlier retirement. The Benefits Line is available to answer general questions about this benefit or to connect you with a Human Resources Counselor.

### Who Qualifies?

- Non-retired military veterans
- Graduates from Military Service Academies
- Retired military (with waiver of military retired pay)
- Current and previous members of the Reserves or National Guard (even if qualified for military retirement under 10 U.S.C. 12731-12739)
- Civilian employees activated by Reserves or National Guard
- Public Health Service employees

### Processing Timeline:

The CBC takes up to **120 days** to review and process complete applications. Incomplete or incorrect applications will be returned and must be resubmitted, restarting the 120-day period.

### Contact Information:

For questions, contact the Benefits Line at **888-320-2917** from 7:30 a.m. to 7:30 p.m. EST, Monday through Friday (except federal holidays).

Email: [navybenefits@us.navy.mil](mailto:navybenefits@us.navy.mil)

Please include your name, pay plan, grade, and telephone number.

### Required Documents:

To qualify, employees must submit a complete package to include:

- **DD214:** For all service periods (short-form Member 1 copies are not accepted).  
How to obtain DD214:  
<http://www.archives.gov/veterans/military-service-records/> or a certified Service of Statement  
*Note:* The Chronological Statement of Retirement Points, ARPC Form 249-E, or other equivalent points forms are not accepted.

- **Estimated Earnings During Military Service Statement:**

Complete and submit the RI 20-97 to the appropriate Military Finance Center (MFC) found on page 2 of the RI 20-97. A blank RI 20-97 form can be found at:

[https://www.opm.gov/forms/pdf\\_fill/ri20-97.pdf](https://www.opm.gov/forms/pdf_fill/ri20-97.pdf)

- **Completed Application:**

SF3108 and SF3108A (CAC or handwritten signatures only). A blank application form can be found:

[https://www.opm.gov/forms/pdf\\_fill/sf3108.pdf](https://www.opm.gov/forms/pdf_fill/sf3108.pdf)

### Checklist for Submission:

- ☐ Ensure all documents are complete, correct, and legible
- ☐ Include all required documents (SF3108/SF3108A, DD214, Estimated Earnings Statement)
- ☐ Verify dates and details across all forms
- ☐ Include current contact information on all correspondence
- ☐ Submit complete package to Civilian Benefits Center (CBC) by GRB, fax, email, or mail.

GRB: <https://civbenefits.dc3n.navy.mil/>

Email: [navybenefits@us.navy.mil](mailto:navybenefits@us.navy.mil)

Fax: (757) 396-7826

Mail:

Department of the Navy – Civilian Benefits Center

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