

Payment Options

Active DPS employees may choose one of two payment options:

1. Automatic payroll deduction of \$5 a month (\$60/year). Fill out the DPS Mutual Association Payroll Authorization Form (MA-002) and submit it to: Payroll_question@dps.texas.gov.
2. One annual payment of \$60 payable by check or money order.

Retired DPS employees may choose one of two payment methods:

1. One annual payment of \$60 due at beginning of plan year.
2. Three installments of \$20 each, payable over the first three months of the plan year.

Note: If joining during the plan year, the new member will pay a prorated amount, depending on the month joined. See Fee Schedule:

Fee Schedule

Prorated amount for new members not choosing payroll deduction:

Sep	\$60	Jan	\$40	May	\$20
Oct	\$55	Feb	\$35	Jun	\$15
Nov	\$50	Mar	\$30	Jul	\$10
Dec	\$45	Apr	\$25	Aug	\$5

Application and Payment Submission

Email signed application to: DPSMutual@dps.texas.gov .

Send signed payroll authorization form to: Payroll_question@dps.texas.gov

Or, send through interoffice mail to Finance Division/DPS Mutual MSC 0130

Or, mail application and payment to DPS Mutual, PO Box 4087, Austin, TX 78773-0130