



Capital Credits

Guidelines for Filling Out the Various Capital Credits Forms

Everyone wanting to conduct business having to do with GVEA capital credits is requested to complete a “Request for Capital Credits Refund” form. Some of the reasons that would trigger this could be:

- **Persons with name changes** (due to marriage, divorce, remarriage, legal name change, etc.).

Complete a “Request for Capital Credits Refund” form and attach legal document attesting to the fact that the person requesting the refund is the same person as the person named in our records and the reason(s) for the name change. The next capital credit refund will then be issued in that person’s current name.

- **Persons who no longer have the need for a GVEA membership** (due to permanent relocation outside of GVEA’s service district or into housing where electricity is provided)

Note: When requesting capital credit refunds, you’ll need to choose one of the following options:

Option 1 - Refund only those capital credits currently being retired.

Option 2 - Refund all capital credits allocated to a member. The refunded amounts will be discounted to reflect the early retirement of the capital credits. This will satisfy all of GVEA’s capital credit obligations.

Other examples where additional capital credit forms will need to be filled out:

- **Individuals or businesses who want to have their capital credit refunds (either past or future) reassigned to another person, entity or organization:**

Complete the “Request for Capital Credits Refund” form **and** the "Certification of Assignment" form, which will need to be notarized, and return them to GVEA’s Capital Credits Section.

Note: For those who choose to revert all future capital credit refunds to GVEA, those funds will be added to GVEA’s Scholarship Disbursement Fund.

- **Corporations or businesses that have changed ownership or their name:**

Complete the “Request for Capital Credits Refund” form **and** the "Business Certification of Entitlement" form, which will need to be notarized, and return them to GVEA’s Capital Credits Section with the required legal documentation supporting the request.

- **On behalf of deceased persons:**

Complete a “Request for Capital Credits Refund” form and attach a copy of the death certificate, as well as proof that the person requesting the refund has been appointed as personal representative of the deceased member’s estate (either the Letters Testamentary or Statement Appointing Personal Representative). If no probate is filed with the court, then an Affidavit for Collection of Personal Property of the Decedent must be submitted by the decedent’s successor. Upon approval, the capital credit refund check will be issued to the applicant.

Note: An IRS Form W-9 will be required for refunds of \$600 or more.

Refunds typically take 4-8 weeks to be fully processed and a check to be issued.

Questions: Call GVEA’s Capital Credits Section at 907-451-5625 or 800-770-4832
or email: capitalcredits@gvea.com

Information is also available at: www.gvea.com/resources/capitalcredits