

**SANDIA PROPRIETARY INFORMATION**  
Personally Identifiable Information  
(when completed)

**Sandia National Laboratories  
Retirement Gift Selection Sheet**

<b>Employee Information</b>			
Name:		SNL ID:	Retirement Date:
Phone:		Years of Service:	Example: (1979-2010)
<b>Ship to Address</b>			
Street:			
City:			
State:		Zip Code:	
<b>OR – If you prefer the gift to go to the manager to be presented to you (this must be ordered at least 2 months prior to presentation date):</b>			
Send to Manager:		By Date:	
Building/Room:			
<b>Sandia National Laboratories Bronze Eagle Statue</b>			
Do you want to order an Eagle? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If ordering an Eagle, please specify exactly how you want your name engraved on your award.			
<b>Sandia National Laboratories Memory Book</b>			
Do you want to order a memory book binder? (Set up of electronic memory book must be done by contacting: <input type="checkbox"/> Yes <input type="checkbox"/> No <a href="https://info.sandia.gov/memorybook/">https://info.sandia.gov/memorybook/</a> )			
<b>Choose one of the following items –</b> (gifts can be viewed in the cabinet in the Bldg. 832 Lobby)			
<input type="checkbox"/>	SNL Silver tone Belt Buckle – 2"x3"		
<input type="checkbox"/>	Lady's Silver bracelet (7.5 in)		
<input type="checkbox"/>	SNL Silver Key ring		
<input type="checkbox"/>	SNL Cross Pen/Pencil Set		
<input type="checkbox"/>	SNL Cross Pen – 10k gold-filled		
<input type="checkbox"/>	Checkbook Cover/Credit Card Holder		
<input type="checkbox"/>	Men's Trifold Wallet		
<b>For Benefits Use Only</b>			
Date Shipped:		Shipper/Trip No.:	
Benefit Representative Signature			

Return to your assigned Retirement Specialist at Retirement Processing, MS-1021 or e-mail to [retiring@sandia.gov](mailto:retiring@sandia.gov).

For questions regarding this form, contact [HBE Customer Service](#).