



# PLEASE READ CAREFULLY BEFORE FILING OUT FORM

## Purpose of this form:

### Active/Former Members:

Complete this form to designate your spouse, dependent children or, when acceptable, to designate another beneficiary(ies) you want to receive any annuity or death benefits payable if you die while employed.

- **Spouse:** Your spouse must be your sole beneficiary - Complete Block A. Please indicate the state or jurisdiction where your marriage license was issued and your date of marriage. If you are married, you may list your dependent child or children in Block B to receive benefits only if there is no surviving spouse at your death or in the event you and your spouse are deemed to have died at the same time.
- **Dependent Children:** If you have no spouse, you must designate your dependent children (children under age 18). Complete Block B only.
- **Other Beneficiaries:** If there is no spouse or dependent children, you may designate one or more beneficiaries to receive a lump sum death benefit only. Complete Block B. You may designate your estate, a trust, or a charitable organization (filing directions below). The death benefit for active members equals one year's annual salary plus the return of employee accumulated contributions. For former members, only the employee accumulated contributions are returned. Should a member or former member marry or remarry, the designation is void.
- Payment to your spouse or dependent children is in the form of a monthly annuity. Your surviving spouse receives payment for life. Dependent children share equally in the benefit annuity until age 18. Payments end to each dependent child at age 18. Payment to minor children may require naming of a legal guardian. You cannot use this form to name a legal guardian for your dependent children.

### Retirees

Complete Block B if you have no spouse or dependent children and you are electing an optional allowance - Complete Block B.

- You may only designate one beneficiary under Options 2, 3, 5, or 6.
- You may designate one or more beneficiaries under Option 1 or Option 4 who will share equally in any payments due at your death.
- You may designate your estate, a trust, or a charitable organization under Option 1 or 4 only.
- After the first payment of the retirement allowance is due, neither the designated beneficiary(ies) nor option may be changed.

## Filing directions for:

### **Your estate:**

You may name "my estate." Do not name a personal representative of your estate as your beneficiary. Instead, use the space provided beneficiary's address to show the address of the person or business that will administer your estate.

### **Trustee:**

If you have established an Agreement of Trust or Testamentary Trust, you may name "Trustee as appointed by Agreement of Trust or Will" in the space provided for the beneficiary's address. Give the address of the Trustee or of the person or business that will administer the trust.

### **Church or charitable organization:**

List the complete corporate or legal name.