

**SECTION 8
BENEFIT RECIPIENT INFORMATION**

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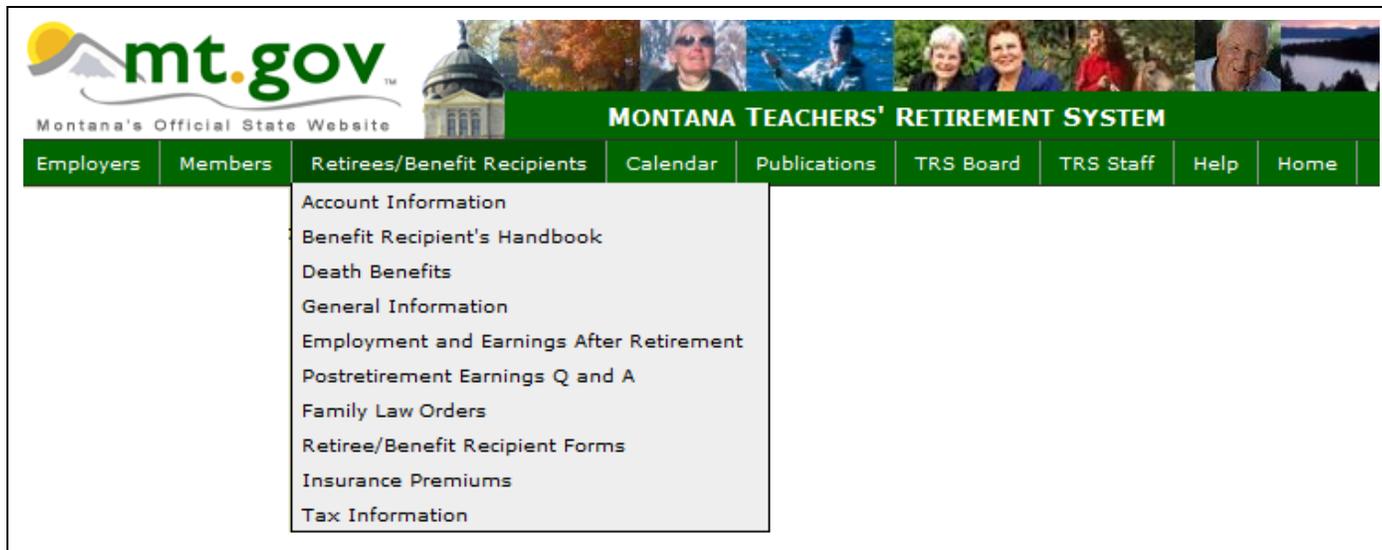
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RETIREE/BENEFIT RECIPIENT FORMS

The TRS website provides the forms a retiree/benefit recipient will need to update their personal information, relative to their monthly retirement benefit. Please refer the retiree/benefit recipient to our website, advising they will need to print, complete, sign, and mail the appropriate form to the TRS office.



The screenshot shows the Montana Teachers' Retirement System website. At the top left is the 'mt.gov' logo with the tagline 'Montana's Official State Website'. To the right is a banner with the text 'MONTANA TEACHERS' RETIREMENT SYSTEM' and a collage of photos of people. Below the banner is a navigation menu with the following items: Employers, Members, Retirees/Benefit Recipients, Calendar, Publications, TRS Board, TRS Staff, Help, and Home. The 'Retirees/Benefit Recipients' menu is expanded, showing a list of links: Account Information, Benefit Recipient's Handbook, Death Benefits, General Information, Employment and Earnings After Retirement, Postretirement Earnings Q and A, Family Law Orders, Retiree/Benefit Recipient Forms, Insurance Premiums, and Tax Information.

Retiree/Benefit Recipient Forms

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[Change of Mailing Address \(Form 116\)](#)

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[Authorization for Deduction of Health Insurance \(Form 117\)](#)

[Member/Benefit Recipient Name Change \(Form 29\)](#)

[Authorization for Release of Information \(Form 136\)](#)

[Certification To Employ a Retired Member Pursuant To HB 363 \(Form 143\)](#)

[Retired Member's and Employer's Notice of Postretirement Employment \(Form 146\)](#)

TRS forms are published in the Adobe PDF format. You will need to have installed a version of the Adobe reader to view our forms. Occasionally, you may need to upgrade your Adobe reader to latest version for compatibility reasons. If your computer is slow down-loading the reader, please contact us and we will print and mail the forms to you. To install adobe reader click on the "Get Adobe Reader" button below.

POST RETIREMENT EMPLOYMENT EARNINGS

Under the statutes governing the Montana Teachers' Retirement System (TRS), a retired member may not return to work in a TRS reportable position, including a position with the University System, until after they have received payment of their first monthly benefit. A "retired member" is defined as a TRS member who has terminated all positions eligible to participate in the TRS, and who has received at least one monthly retirement benefit. (Ref: §19-20-101, MCA.)

A retired member may earn without loss of monthly retirement benefits, an amount not to exceed the greater of: (1) one-third (1/3) of their Average Final Compensation (AFC), plus annual increases equal to the increase in the Consumer Price Index; or (2) one-third (1/3) of the median AFC for members retired during the preceding fiscal year as determined by the TRS Board. These earnings are determined on a fiscal year basis, July 1 through June 30

The maximum compensation that a retired member may earn includes all amounts paid to or on behalf of the retired member and the value of all benefits provided to or on behalf of the retired member by the employer including any amounts deferred for payment to a later year, except: (1) the amount of health insurance premiums paid directly by the employer on the retired member's behalf for coverage concurrent with the term of employment; (2) the value of housing provided by the employer to the retired member; (3) the amount of employment-related travel expenses reimbursed to the retired member by the employer; (4) de minimis fringe benefits, as defined in 26 U.S.C. 132(e), paid by the employer to or on behalf of the retired member; and (5) payroll taxes paid by the employer on behalf of the retired member. (Ref: §19-20-731(1), MCA.)

TRS retired payroll staff will determine the maximum amount you may earn without affecting your monthly benefits. You and your employer must contact TRS to verify this information, at 406-444-3185 or 406-444-3135.

Positions reportable to TRS do not require certification as a condition for membership. A "position reportable to the retirement system" means a position in which, without consideration for the employment status or retirement status of the individual in the position, performance of the duties and functions of the position would make the individual eligible to participate in the retirement system pursuant to 19-20-302, MCA. This includes employment through a professional employer arrangement, employee leasing arrangement, a temporary service contractor, or as an independent contractor. A position is reportable to the retirement system regardless of the full-time equivalency of the position, or the job title ascribed to the position, and whether or not the employer compensates you for your services. In other words, if you agree to volunteer in a position reportable to TRS, your service in that position must still be reported to TRS.

Your earnings limitation in postretirement employment will be applied to the aggregate of all amounts paid to you or on your behalf, including multiple employers. If you retired after July 1, 2011, and you are employed in a TRS reportable position and you are also employed by the same employer in a position that is reportable to the Public Employees' Retirement System, the compensation earned by you in both positions will be counted against your TRS earnings limitation. If you enter into an agreement or multiple agreements where the aggregate of the amounts to be earned exceeds your postretirement earnings limitation, your monthly retirement

benefit will be suspended as of your first date of employment under one or more agreements. However, if you are employed in one or more positions reportable to TRS where the aggregate of the amounts anticipated to be earned by you would not exceed your postretirement earnings limitation, but subsequently your earnings do exceed your limitation, at that time your monthly retirement benefit will be temporarily reduced by \$1 for each dollar earned over your limitation. If/when the amounts earned by you exceed your postretirement earnings limitation plus one gross monthly benefit amount, your benefit will be suspended.

In both cases, if your monthly benefit is suspended, you will be returned to active member status with respect to those positions in which you are eligible to participate in TRS (TRS-reportable positions in which you are an employee of the employer rather than an employee of a third-party or an independent contractor). Your benefit will not resume until you again terminate employment in all positions reportable to TRS and apply for resumption of your monthly retirement benefit. Contributions will be required on earned compensation paid to you in all positions for which you are returned to active member status.

If you are employed in a position that is reportable to TRS, it is required that you and your employer(s) notify TRS within 30 days of the date of execution of an employment/service contract or the first date on which you provide service in the position, whichever is earlier, using the 'Retired Member's and Employer's Notice of Postretirement Employment' form available on the TRS website at <http://www.trs.mt.gov>. The employer is required to verify the terms of postretirement employment and you are required to provide supporting documentation, including all contracts, service agreements, salary or payment agreements, position or job description, or other written documentation evidencing the terms of employment, the duties and functions of the position, and all amounts/compensation to be earned. It is also required that any earnings and hours worked be reported monthly to TRS, even though contributions may not be required to be withheld. Please advise your employer's payroll department that you are a retired member of TRS.

The statutes governing TRS also provide that if a retired member is reemployed as an active member for a minimum of three years of full-time service, the member is entitled to resume receiving the suspended benefit in accordance with the retirement benefit allowance and beneficiary previously selected, plus an additional amount based upon the new creditable service and compensation earned. The additional amount will be paid under the same retirement benefit allowance, with the same joint annuitant previously selected. If the retired member is reemployed as an active member for less than three years of full-time service, the member does not qualify for the additional amount and will receive a refund of the employee contributions plus interest.

Your benefit will also be suspended if you are employed postretirement for the Montana University System and elect to participate in their Optional Retirement Plan (ORP). Upon termination of your position with the University System covered under the ORP, your monthly benefit will be reinstated at the amount you were receiving at the time the benefit was suspended, under the same retirement benefit allowance and joint annuitant previously selected.

Any overpaid retirement benefits you receive while employed in postretirement employment for time in which your benefit is/was required to be adjusted or suspended, must be repaid to TRS. In addition, any unpaid employer and employee contributions owed on earned compensation paid to you for postretirement employment in a position reportable to TRS for time in which you are/were required to be returned to active member status must be repaid to TRS. All overpaid benefits and unpaid contributions will accrue interest at the actuarially assumed rate (currently 7.75%) from the date of overpayment or nonpayment until paid in full.

For additional postretirement employment information regarding your rights, duties, obligations and benefits, please contact the Retired Payroll Section at 406-444-3185 or 406-444-3135.

DISABILITY POSTRETIREMENT EMPLOYMENT EARNINGS

A retired member who is disabled may return to part-time TRS-related employment or any other gainful employment that is not TRS-related, including self-employment, or as an independent contractor, provided their combined disability benefit and annual employment earnings do not exceed the greater of their AFC or the median salary of those members retire during the preceding fiscal year. Should your annual employment earnings and disability benefits exceed the above, your disability benefit will be reduced so that your annual earnings and disability benefits do not exceed the greater of your AFC or the median salary of those members retired during the preceding fiscal year. These earnings are determined on a calendar year basis, January 1 through December 31.

You will be deemed to be no longer disabled if you are employed full-time by a public or private educational institution in any position that would otherwise qualify as TRS reportable employment, regardless of the state in which the employment is performed. Your retirement benefit will be terminated and any retirement benefits you have received since returning to employment must be repaid to the system, plus interest.

You should notify TRS immediately if you are or plan to be reemployed in any capacity following retirement so appropriate benefit eligibility determinations can be made, and the benefit can be reduced or terminated if required.

For additional postretirement employment information regarding your rights, duties, obligations and benefits, please contact the Retired Payroll Section at 406-444-3185 or 406-444-3135.



**MONTANA
TEACHERS' RETIREMENT SYSTEM**

1500 E 6TH AVE
PO BOX 200139
HELENA MT 59620-0139
www.trs.mt.gov
406-444-3134
1-866-600-4045

TRS Office Use Only

**RETIRED MEMBER'S AND EMPLOYER'S
NOTICE OF POSTRETIREMENT EMPLOYMENT**

PLEASE TYPE OR PRINT LEGIBLY IN DARK INK.

MEMBER INFORMATION

First _____ Middle _____ Last _____ Suffix _____
Printed Name

Effective date of retirement with Teachers' Retirement System (TRS) _____ Social Security Number _____

REQUIRED NOTICE OF POSTRETIREMENT EMPLOYMENT

Both the TRS retired member and the employer must notify TRS when a retired member accepts postretirement employment with a TRS-covered employer in a position reportable to the retirement system. You, the retired member, must complete this form for each TRS-covered employer by whom you will be employed and must provide the required supporting documentation. Your employer must verify the information provided in this notice. The attached 'Postretirement Earnings Questions and Answers' provides an overview of the law governing postretirement employment. Please direct any questions you have to TRS.

A new notice and supporting documentation must be provided annually, or at any other time that the terms of employment, duties or functions of the position, and/or compensation to be paid changes or a supporting document is created or amended.

FIRST POSITION

Employer Name/Address: _____

Position/Job Title: _____

First Date of Employment: _____
(The first date you provided service in the position or the effective date of an employment/service contract for the position, whichever is earlier.)

Term of Employment: _____
(Beginning from the 'First Date of Employment' until the last day of the employment/service contract term or the date on which your employment in the position will end by agreement with your employer. In most cases, this will be the school/fiscal year; July 1, through June 30.)

Compensation/Benefits:

You must identify the total amount of all compensation, including the value of all benefits, to be paid or provided to you or on your behalf in consideration of your service in this position.

Annual Contract \$ _____ Daily Rate \$ _____ Hourly Rate \$ _____

<p><u>SECOND POSITION</u> (If employed by this employer in more than two positions, provide the required information for additional positions on another notice form.)</p> <p>Position/Job Title: _____</p> <p>Job Functions/Duties: _____</p> <p>First Date of Employment: _____</p> <p>Term of Employment: _____</p> <p><u>Compensation/Benefits:</u></p> <p>Annual Contract \$ _____ Daily Rate \$ _____ Hourly Rate \$ _____</p> <p><u>REQUIRED SUPPORTING DOCUMENTATION</u></p> <p>You must attach copies of each and every contract, service agreement, salary or payment agreement, position or job description, and any other written documentation evidencing the terms of employment, duties and functions of the position, and compensation to be paid to you or on your behalf for all postretirement positions with this employer.</p> <p><u>MEMBER CERTIFICATION</u></p> <p>I certify that I have accepted postretirement employment in the position(s) and under the conditions/terms described above and that the enclosed supporting documentation correctly describes the position(s) and functions/services to be performed, and includes all documentation describing the terms of employment.</p> <p>_____ Member's Signature _____ Date</p> <p><u>EMPLOYER CERTIFICATION</u></p> <p>I certify the above named TRS retired member has accepted postretirement employment in the position(s) and under the terms/conditions described above and that the enclosed supporting documentation correctly describes the position(s) and functions/services to be performed, and includes all documentation describing the terms of employment.</p> <p>_____ Name of School District, University, or Institution _____ TRRS Six Digit Employer Number</p> <p>_____ Certifying Officer's Printed Name _____ Title</p> <p>_____ Certifying Officer's Signature _____ Date</p>	<p style="text-align: center;"><i>TRRS Office Use Only</i></p>
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IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1992,
ALTERNATIVE ACCESSIBLE FORMATS OF THIS DOCUMENT WILL BE PROVIDED UPON REQUEST.

TRRS Form 146
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Revised 09/2011

RETIRED MEMBER APPLICATION TO RETURN TO WORK PURSUANT TO HB 363

Subject to the following conditions, HB 363 allows a TRS retired member with 30 or more years of service to be re-employed as a teacher, specialist, or administrator on a full-time basis by a school district without the loss or interruption of TRS retirement benefits. A retired member hired under this provision is exempt from the post-retirement earning's and part-time limits under §19-20-731, MCA.

- HB 363 applies only to school district employers as defined in §§ 20-6-101 and 20-6-701, MCA, and does not include state agencies, counties, education cooperatives, the university system, community colleges, or any other employer participating in TRS.
- The TRS employer must certify that they advertised the position for the school year but were unable to fill the position because the school district received no qualified applications or did not receive an acceptance of an offer of employment made to a non-retired teacher, specialist, or administrator. Advertisement of the position and certification of inability to fill the position must occur each year, prior to entering into a contract with a retired member, including re-contracting with the same retired member.
- A retired member must have retired under TRS with 30 or more years of creditable service. (To verify your years of creditable service if unsure, please contact TRS at, 406-444-3135, 406-444-3185, or 1-866-600-4045.)
- A TRS retired member must have received at least two monthly retirement benefits. (TRS monthly benefits are processed on the last business day of each month; if you terminated in June, you would not be eligible to be reemployed under this provision until September 1, after you have received your July and August retirement benefits.)
- A TRS retired member may only be employed pursuant to HB 363 for a maximum of three years during his/her lifetime. A year is defined to mean all or any part of a fiscal year (July 1 through June 30).
- TRS Retired members reemployed under HB 363 will not receive any increase to their retirement benefits due to additional service time or increased salary.
- HB 363 will sunset on July 1, 2015; therefore, while any contract entered into pursuant to HB 363 cannot exceed one year, in addition, a contract cannot be for a term extending beyond June 30, 2015.
- School districts will be required to contribute to TRS the sum of all employee and employer contributions rates (17.11% effective July 1, 2009) of the salaries paid to retired members working under HB 363. (The TRS online wage and contribution reporting system has been modified to report these retirees and the contributions due. **Note:** this rate will be paid by the school district; with no contributions due from you and you will continue to receive your TRS retirement benefits.)
- **IMPORTANT NOTE TO RETIRED MEMBERS:** Entering into an employment contract prior to receiving verification from TRS that you are eligible to be rehired under HB 363 could result in you being contractually bound to provide service as an employee, which, if TRS denies eligibility under HB 363, may result in loss or interruption of your retirement benefits during the term of that employment.

EMPLOYER CERTIFICATION TO EMPLOY A RETIRED MEMBER PURSUANT TO HB 363

Subject to the following conditions, HB 363 allows a TRS retired member with 30 or more years of service to be re-employed as a teacher, specialist, or administrator, on a full-time basis by a school district without the loss or interruption of their TRS retirement benefits. A retired member hired under this provision is exempt from the post-retirement earning's and part-time limits under §19-20-731, Montana Code Annotated (MCA).

- This executed form, together with copies of the proposed contract and the Retired Member Application to Return to Work pursuant to HB 363, must be sent to TRS for verification of the retired member's eligibility to return to work. TRS will verify in writing within 10 days of receipt of the completed forms whether the retired member is or is not eligible to be reemployed under HB 363. TRS will also send to OPI copies of employer's certification and retired member's application to return to work pursuant to HB 363. The **OPI Job Assignment Code(s)** can be found at: www.opi.mt.gov/PUB/PDF/ADC/FY09/09AssignmentCodes.pdf.
- **IMPORTANT NOTE REGARDING RETIRED MEMBERS:** Retired members entering into an employment contract prior to receiving verification from TRS that they are eligible to be rehired under HB 363 could result in the retiree being contractually bound to provide service as an employee, which, if TRS denies eligibility under HB 363, may result in loss or interruption of their retirement benefits during the term of that employment.
- The retired member must have retired under TRS with 30 or more years of creditable service. (To verify the TRS retired member's years of creditable service if unsure, please contact TRS at, 406-444-3135, 406- 444-3185, or 1-866-600-4045.)
- The TRS retired member must have received at least two monthly retirement benefits. (TRS monthly benefits are processed on the last business day of each month; if the TRS retiree terminated in June, they would not be eligible to be reemployed under this provision until September 1, after they have received their July and August retirement benefits.)
- The TRS retired member may only be employed pursuant to HB 363 for a maximum of three years during his/her lifetime. A year is defined to mean all or any part of a fiscal year (July 1 through June 30).
- TRS retired members reemployed under HB 363 will not receive any increase to their retirement benefits due to additional service time or increased salary.
- HB 363 will sunset on July 1, 2015; therefore, while any contract entered into pursuant to HB 363 cannot exceed one year, in addition, a contract cannot be for a term extending beyond June 30, 2015.
- HB 363 applies only to school district employers as defined in §§ 20-6-101 and 20-6-701, MCA, and does not include state agencies, counties, education cooperatives, the university system, community colleges, or any other employer participating in TRS.
- The TRS employer must certify that they advertised the position for that year but were unable to fill the position because the school district received no qualified applications or did not receive an acceptance of an offer of employment made to a non-retired teacher, specialist, or administrator. Advertisement of the position and certification of inability to fill the position must occur each year, prior to entering into a contract with a retired member, including re-contracting with the same retired member.
- School districts will be required to contribute to TRS the sum of all employee and employer contributions rates (17.11% effective July 1, 2009) of the salaries paid to retired members working under HB 363. (The TRS online wage and contribution reporting system has been modified to report these retirees and the contributions due. **Note:** this rate will be paid by the school district; with no contributions due from the TRS retiree who returns to work.)



**MONTANA
TEACHERS' RETIREMENT SYSTEM**

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**EMPLOYER CERTIFICATION TO EMPLOY A
RETIRED MEMBER PURSUANT TO
HB 363, MONTANA 2009 LEGISLATIVE SESSION**

TRS Office Use Only

PLEASE TYPE OR PRINT LEGIBLY IN DARK INK

INSTRUCTIONS AND CONDITIONS ON REVERSE SIDE

School District Name _____

Mailing Address – Including City, State & Zip+4 Code (If unknown, use 5-digit Zip Code) _____

TRS Six Digit Employer Number _____

Area Code and Telephone Number _____

First _____ MI _____ Last _____ Suffix _____ - - -
Printed Retired Member's Name Social Security Number

Education Certification(s) Currently Held
By Retired Member & Their Folio ID

Office of Public Instruction Job Assignment
Code(s) for Vacant Position

ACKNOWLEDGEMENT/ATTESTATION/CERTIFICATION

By my signature below, I acknowledge that I have read and understand all conditions as stated on the reverse of this form; and I attest that the school district will comply with all applicable terms and conditions for employment of the Teachers' Retirement System (TRS) retired member pursuant to House Bill (HB) 363. I certify under penalty of perjury that the school district advertised the position to be filled by the retired member for the upcoming school year, but was unable to fill the position for the following reason(s):

- The District has not received qualified applicants; or,
- The District has not received an acceptance of an offer of employment made to a non-retired teacher specialist, or administrator.

I have attached the proposed contract to be entered into with the retired member, and certify that it accurately and completely describes the position to be filled by the retired member and provides all other relevant terms and conditions of the proposed employment.

Printed Name of School District Official Completing Form _____

Title _____

School District Official Signature _____

Date _____

MEDIAN AFC HISTORY

FISCAL YEAR	MEDIAN SALARY
1999-00	\$43,945.06
2000-01	\$45,528.45
2001-02	\$45,304.46
2002-03	\$45,290.43
2003-04	\$47,942.54
2004-05	\$47,417.01
2005-06	\$48,353.45
2006-07	\$51,336.65
2007-08	\$53,311.55
2008-09	\$52,710.67
2009-10	\$55,887.49
2010-11	\$56,863.57

INDEPENDENT CONTRACTOR



In general, an independent contractor is ineligible for membership in TRS. However, a retired member with a retirement effective date of August 1, 2011 or later, working as an independent contractor in a TRS reportable position must be reported to TRS. The TRS board may accept a certification from the Montana Department of Labor and Industry as prima facie evidence of independent contractor status.

An independent contractor must be both free from direction and control of the employer utilizing their services and have an independently established business. The burden of proof before the TRS Board is on the TRS employer. If the TRS retiree's status as an independent contractor is in question, they must become a member of TRS. (Ref: §19-20-302, MC)

EXEMPTION FROM LEGAL PROCESS



The retirement allowance or any benefits accrued or accruing to any person under the provisions of TRS and the accumulated contributions, cash and securities in the various funds of the retirement system are not subject to execution, garnishment, attachment by trustee process or otherwise, in law or equity, or any other process; and may not be assigned, except under the limited provisions of a Family Law Order (FLO). (Ref: §19-20-706, MCA)

WITHHOLDING GROUP INSURANCE PREMIUMS



A benefit recipient who is a participant in a TRS employer sponsored group insurance plan may elect to have the monthly premium withheld from their retirement benefit by contacting your office, as the former employer. This provision does not include an individual insurance policy.

If a benefit recipient has TRS withholding their monthly insurance premium and the premium amount needs to be adjusted, they are instructed by TRS staff to contact your office. All premium amount changes must be submitted on-line by your office, as the employer, prior to the 15th of the month in which the change should occur.

TRS has no connection with group insurance plans, but offers the withholding of monthly insurance premiums as a service to our benefit recipients and you, as the member's former employer. The member's annual tax Form 1099-R will note the total amount of the insurance premiums withheld for that year.

For additional information, relative to the On-Line Payroll Insurance Reporting System, please refer to Section 3 of this manual.

AUTHORIZATION FOR DEDUCTION OF HEALTH INSURANCE FORM

	<p>MONTANA TEACHERS' RETIREMENT SYSTEM 1500 E 6TH AVE PO BOX 200139 HELENA MT 59620-0139 www.trs.mt.gov 406-444-3134 1-866-600-4045</p>	<p><i>TRS Office Use Only</i></p>
<p>AUTHORIZATION FOR DEDUCTION OF HEALTH INSURANCE</p>		
<p>PLEASE TYPE OR PRINT LEGIBLY IN DARK INK.</p>		
<p>BENEFIT RECIPIENT INFORMATION</p>		
<p>First _____ Middle _____ Last _____ Suffix _____ Printed Name</p>		
<p>Mailing Address—Including City, State & Zip+4 Code (If unknown, use 5-digit Zip Code)</p>		
<p>_____</p>		
<p>Area Code and Telephone Number _____</p>	<p>Benefit Recipient's Date of Birth _____</p>	<p><u>X</u> <u>X</u> <u>X</u> - <u>X</u> <u>X</u> - _____ Social Security Number</p>
<p>I hereby authorize deduction of the monthly premium for the insurance coverage I have selected through the employing agency from my monthly Montana Teachers' Retirement System (TRS) retirement allowance. Such deduction is to remain in effect until the employing agency cancels or changes my insurance coverage amount. I also authorize future increases or decreases in the cost of the plan I selected to be automatically deducted without further authorization from me.</p>		
<p>Benefit Recipient's Signature _____</p>		<p>Date _____</p>
<p>EMPLOYER INFORMATION</p>		
<p>NOTICE TO EMPLOYER: The benefit recipient and you are <i>required</i> to complete and submit this original form to the TRS. A staff member will then update the TRS payroll system allowing you, the employer, to commence withholding an insurance premium on behalf of the benefit recipient.</p>		
<p>As the employer, you are responsible for processing all premium amount changes using the TRS On-Line Payroll Insurance Reporting system. You must provide a written notification of all changes to the benefit recipient <i>prior</i> to the effective date.</p>		
<p>Upon notification of the benefit recipient's death, you must directly reimburse the TRS the gross monthly premium amount withheld.</p>		
<p>Insurance Coordinator's Name _____</p>		<p>Area Code and Telephone Number _____</p>
<p>Insurance Carrier's Name _____</p>		
<p>TRS Six-Digit Employer Number _____</p>		<p>\$ _____ Monthly Premium Amount</p>
<p>TRS monthly retirement allowances are paid on the last business day of each month. The first deduction from the monthly retirement allowance is to begin in the month of _____, to cover the insurance premium for the month of _____.</p>		
<p>Certifying Officer's Printed Name _____</p>		
<p>Certifying Officer's Signature _____</p>		<p>Date _____</p>
<p>IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1992, ALTERNATIVE ACCESSIBLE FORMATS OF THIS DOCUMENT WILL BE PROVIDED UPON REQUEST.</p>		
<p>TRS Form 117</p>	<p>Page 1 of 1</p>	<p>Revised 05/2011</p>