



# METROPOLITAN WATER RECLAMATION DISTRICT RETIREMENT FUND

## DESIGNATION OF BENEFICIARY

Please read the *Instructions for the Designation of Beneficiary Form* before completing this form.

<b>MEMBER INFORMATION</b>			
NAME (FIRST, MI, LAST)		SOCIAL SECURITY NUMBER XXX – XX –	
<b>SPOUSE - By Illinois law your Spouse (as defined in 40 ILCS 5/13-305) is automatically your primary beneficiary</b>			
NAME (FIRST, MI, LAST)		DATE OF BIRTH	
<b>PRIMARY BENEFICIARY(IES) Will receive any eligible refund if there is no Spouse (40 IL CS 5/13-305)</b>			
Name of Beneficiary / % Share	Date of Birth	Relationship	Address of Beneficiary
<b>CONTINGENT BENEFICIARY(IES) Will receive any eligible refund if there is no Primary Beneficiary survivor(s)</b>			
Name of Beneficiary / % Share	Date of Birth	Relationship	Address of Beneficiary
<p>I hereby request that the Retirement Board of Trustees make this designation of beneficiary a part of my membership record. All prior designations of beneficiary, if any, are hereby revoked. I agree that after the payment of any eligible refund or benefit to the beneficiary(ies) named, the Retirement Board of Trustees and their employees shall be released and absolved from any future liability in the connection with the payment of any eligible refund or benefit to my beneficiary(ies) designated above.</p> <p><b>Signature</b> _____ <b>Date</b> _____</p> <hr/> <p style="text-align: center;"><b>Acknowledgement before a Notary Public</b></p> <p>State of: _____ County of: _____</p> <p>Signed before me on _____ (date)</p> <p>By _____ (name of person)</p> <p>_____ Notary Public</p> <p style="text-align: right;"><i>(Ink Seal Here)</i></p>			

111 East Erie Street, Suite 330, Chicago, Illinois 60611-2893  
 Telephone: (312) 751-3222 Fax: (312) 751-5699 [www.mwrdrf.org](http://www.mwrdrf.org)

## INSTRUCTIONS FOR THE DESIGNATION OF BENEFICIARY FORM

- THIS IS A LEGAL DOCUMENT. Please type or print in ink all provided information. The Form must be free of any alterations.
- The Form must be signed by the Member in the presence of a Notary Public who must verify the Member's identity and notarize the Form.
- Submitted forms must be originals; **no copies will be accepted.**
- You may designate one beneficiary or as many as you wish. You may also designate trusts, churches, charities, or other organizations.
- This Designation will take effect when it is fully executed (completed, signed, dated, notarized, and received at the Fund Office).
- You should notify the Fund promptly of any change in your selected beneficiary(ies) based on a life-changing event in your family such as birth, marriage, divorce, or death, so that any remaining benefits may be awarded to the eligible people.
- A new, fully executed, Form may be filed at the Fund at the pleasure of the member. The new Form will revoke any prior Form on file.
- If you designated more than one beneficiary, you may indicate a percentage share to be paid to each one. If you do not list a percentage, the amount will be paid in equal shares.
- Refunds payable to a minor (under the age of 18) are paid in care of the minor's guardian. If you want someone other than the minor's guardian to receive the refund on behalf of the minor, you must name a custodian (who is over the age of 21) under the Illinois Uniform Transfers to Minors Act. This is done by entering the name of the individual you wish to appoint as custodian followed by "as custodian for \_\_\_\_\_ (name of minor) under the Illinois Uniform Transfers to Minors Act."
- If you have any questions, contact the Fund Office at **(312) 751-3222**.

### Benefits After the Death of a Member

In most cases, the surviving spouse and minor children of a member will be eligible for annuity benefits after a member's death. A spouse annuity is usually payable for life and a child's annuity is payable to age 18 (23 if a full-time student).

If there is no spouse who is eligible for an annuity, the remaining contributions are payable to the beneficiary(ies). If a member dies more than three years after retirement, he or she has usually received the full value of their own contributions and no additional benefits are payable.

Whenever any refund is payable after the death of an employee or annuitant, the refund would be paid as follows:

1. To the surviving spouse;
2. If there is no surviving spouse, then to the designation of beneficiary on file;
3. If there is no designation of beneficiary on file, then to the employee's or annuitant's children in equal parts;
4. If there is no spouse, beneficiary, or child, then payment would be made according to the law of descent and distribution of the State of Illinois.

### Spouses and Children NOT Eligible for an Annuity

In some cases, spouses do not qualify for spouse annuity benefits. The most common examples are: (1) a spouse who married the member after retirement; (2) for employees hired after 6/13/1997, a spouse of an employee who has less than 36 months of service from the date of the employee's original entry into service or if the employee has less than 12 months of service since the latest date of re-entry; and (3) the spouse of a separated employee who had less than 10 years of service at the time of separation.

A minor child (or a child under 23 if a full-time student) will not qualify for a child's annuity if the member had less than 36 months of service from the date of the employee's original entry into service (at least 24 months in the case of an employee who first entered service before 6/13/1997) and at least 12 months from the date of the employee's latest re-entry into service.

If you name your spouse as beneficiary, you may also wish to name someone else as beneficiary if your spouse passes away before all of your contributions are paid out.