# APPLICATION FOR PAYMENT OF DEATH BENEFIT

## **EXPLANATION:**

The beneficiary of a retiree is entitled to the payment of a death benefit upon the retiree's death, under paragraph 15.7 of the Plan. This death benefit payment is separate and apart from any refund of employee contributions (and interest) which might be payable to a beneficiary upon a retiree's death.

Under current tax law, the entire death benefit is fully taxable to the beneficiary receiving payment; except that a beneficiary who is a surviving spouse may elect to rollover the death benefit to an IRA or employer plan and a beneficiary other than a surviving spouse may elect to rollover the death benefit to an inherited IRA.

This form is used to elect the income tax withholding which will apply to a death benefit payment.

l.	Iden	tifying Information – Complete All Lines Below:
	Nam	e of Employee
	Pens	sion Number: Social Security Number
	Nam	e of Beneficiary:
	Hom	e Phone Number: Mobile Phone Number:
	Ema	il Address:
	Addr	ess:
	City:	State: Zip Code: Social Security Number:
II.	Che	ck One of the Boxes Below:
		Non-Spouse Beneficiary
		Surviving Spouse Beneficiary
III.	TYP	E OF PAYMENT:
	A.	Review attached <u>"Explanation of Tax Rules Relating to Death Benefit Payments".</u> Choose one of the following:
		Make payment of the entire death benefit directly to me. I understand that 20% of the death benefit will be withheld for federal income taxes.
		Make a direct rollover of the entire death benefit.
		Make payment of \$ of the death benefit directly to me, and make a direct rollover of the remainder of the death benefit.  I understand that 20% of the payment made to me will be withheld for federal income taxes.
	B.	Complete all lines below ONLY if you are choosing a direct rollover to an IRA (may be done by surviving spouse or non-spouse beneficiary):
		Name of IRA:
		Name, Federal Employer Identification No. and Address of Trustee of IRA Account:
		Name: EIN #:
		Address:
		Number of Account:
		Mail check for death benefit to be rolled over (select one):
		□ Applicant – to forward to IRA □ Trustee of IRA
	C.	Complete all lines below ONLY if you are choosing a direct rollover to an employer plan (may be done by surviving spouse beneficiary only):
		Name of employer plan:
		Name, Federal Employer Identification No. and Address of Trustee of employer plan:
		Name: EIN #:
		Address:
		Number of Account:
		Mail check for death benefit to be rolled over (select one):
		☐ Applicant – to forward to employer plan ☐ Trustee of employer plan

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EXPLANATION:			
(1)	A Direct Rollover will be made by the mailing of a check, made payable to the trustee of the IRA or employer plan designated by the applicant.		
(2)	The election made on the death benefit application, to receive payment subject to withholding or to have a direct rollover made to an IRA or employer plan may not later be changed by the applicant.		
(3)	Only one IRA or employer plan may be designated to receive a Direct Rollover.		
(4)	All or part of the death benefit may be designated for a Direct Rollover.		
SIGNATURE:			
Date	By:Signature of beneficiary/Applicant		
NOTARIZATION (Notarization needed only if application is submitted by mail.)			
	State of Illinois		
	County of		
	Signed (or subscribed or attested) before me on		
	(date) by		
	(name of person).		
	(seal)		
	Signature of notary public		

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#### YOUR ROLLOVER OPTIONS

Your are receiving this notice because all or a portion of the death benefit you are receiving from the Retirement Plan for Chicago Transit Authority Employees (the "Plan") is eligible to be rolled over to an IRA or an employer plan. This notice is intended to help you decide whether to do such a rollover.

Rules that apply to most payments from a plan are described in the "General Information About Rollovers" section. Special rules that only apply in certain circumstances are described in the "Special Rules and Options" section.

#### **GENERAL INFORMATION ABOUT ROLLOVERS**

### How can a rollover affect my taxes?

You will be taxed on the death benefit from the Plan if you do not roll it over. However, if you do a rollover, you will not have to pay tax until you receive payments later and the 10% additional income tax on early distributions will not apply if those payments are made after you are age 59½ (of if an exception applies).

### Where may I roll over the payment?

You may roll over the death benefit to an IRA (an individual retirement account or individual retirement annuity). In addition, if you are the surviving spouse of a deceased participant, you may rollover the death benefit to an employer plan (a tax-qualified plan, section 403(b) plan, or governmental section 457(b) plan) that will accept the rollover. The rules of the IRA or employer plan that holds the rollover will determine your investment options, fees, and rights to payment from the IRA or employer plan (for example, no spousal consent rules apply to IRAs and IRAs may not provide loans). Further, the amount rolled over will become subject to the tax rules that apply to the IRA or employer plan.

#### How do I do a rollover?

There are two ways to do a rollover. You can do either a direct rollover or a 60-day rollover.

If you do a direct rollover, the Plan will make the payment directly to your IRA or an employer plan. You should contact the IRA sponsor or the administrator of the employer plan for information on how to do a direct rollover.

If you do not do a direct rollover, you may still do a rollover by making a deposit into an IRA or eligible employer plan that will accept it. You will have 60 days after you receive the payment to make the deposit. If you do not do not do a direct rollover, the Plan is required to withhold 20% of the payment for federal income taxes. This means that, in order to roll over the entire payment in a 60-day rollover, you must use other funds to make up for the 20% withheld. If you not roll over the entire amount of the payment, the portion not rolled over will be taxed.

#### How much may I roll over?

If you wish to do a rollover, you may roll over all or part of the death benefit.

### If I don't do a rollover, will I have to pay the 10% additional income tax on early distributions?

The 10% additional income tax does not apply to payments made from the Plan due to the death of the Participant:

## If I do a rollover to an IRA, will the 10% additional income tax apply to early distributions from the IRA?

Unless the IRA is treated as an inherited IRA, if you receive a payment from an IRA when you are under age 59½, you will have to pay the 10% additional income tax on early distributions from the IRA, unless an exception applies. The 10% additional income tax does not apply to the following payments from an IRA:

- Payments that are paid at least annually in equal or close to equal amounts over your life or life expectancy (or the lives or joint life
  expectancy of you and your beneficiary)
- Payments made due to disability
- Payments after your death
- Payments made directly to the government to satisfy a federal tax levy
- Payments up to the amount of your deductible medical expenses
- Certain payments made while you are on active duty if you were a member of a reserve component called to duty after September 11, 2001 for more than 179 days
- Payments for qualified higher education expenses
- Payments up to \$10,000 used in a qualified first-time home purchase
- Payments after you have received unemployment compensation for 12 consecutive weeks (or would have been eligible to receive unemployment compensation but for self-employed status).

A special rule applies for qualified domestic relations orders (QDROs) under which, as part of a divorce or separation agreement, a tax-free transfer may be made directly to an IRA of a spouse or former spouse.

#### Will I owe State income taxes?

This notice does not describe any State or local income tax rules (including withholding rules).

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### **SPECIAL RULES AND OPTIONS**

#### If you miss the 60-day rollover deadline.

Generally, the 60-day rollover deadline cannot be extended. However, the IRS has the limited authority to waive the deadline under certain extraordinary circumstances, such as when external events prevented you from completing the roll-over by the 60-day rollover deadline. To apply for a waiver, you must file a private letter ruling request with the IRS. Private letter ruling requests require the payment of a nonrefundable user fee. For more information, see IRS Publication 590, Individual Retirement Arrangements (IRAs).

#### If you roll over your payment to a Roth IRA.

You can roll over a payment from the Plan made before January 1, 2010 to a Roth IRA only if your modified adjusted gross income is not more than \$100,000 for the year the payment is made to you and, if married, you file a joint return. These limitations do not apply to payments made to you from the Plan after 2009. If you wish to roll over the payment to a Roth IRA, but you are not eligible to do a rollover to a Roth IRA until after 2009, you can do a rollover to a traditional IRA and then, after 2009, elect to convert the traditional IRA into a Roth IRA.

If you roll over the payment to a Roth IRA, a special rule applies under which the amount of the payment rolled over (reduced by any after-tax amounts) will be taxed. However, the 10% additional income tax on early distributions will not apply (unless you take the amount rolled over out of the Roth IRA within 5 years, counting from January 1 of the year of the rollover). For payments from the Plan during 2010 that are rolled over to a Roth IRA, the taxable amount can be spread over a 2-year period starting in 2011.

If you roll over the payment to a Roth IRA, later payments from the Roth IRA that are qualified distributions will not be taxed (including earnings after the rollover). A qualified distribution from a Roth IRA is a payment made after you are age 59½ (or after your death or disability, or as a qualified first-time homebuyer distribution of up to \$10,000) and after you have had a Roth IRA for at least 5 years. In applying this 5-year rule, you count from January 1, of the year for which your first contribution was made to a Roth IRA. Payments from the Roth IRA that are not qualified distributions will be taxed to the extent of earnings after the rollover, including the 10% additional income tax on early distributions (unless an exception applies). You do not have to take required minimum distributions from a Roth IRA during your lifetime. For more information, see IRA Publication 590, Individual Retirement Arrangements (IRAs).

You cannot roll over a payment from the Plan to a designated Roth account in an employer plan.

## If you are not a plan participant.

Payments after death of the participant. If you receive a distribution after the participant's death that you do not roll over, the distribution will generally be taxed in the same manner described elsewhere in this notice. However, the 10% additional income tax on early distributions does not apply.

## If you are a surviving spouse.

If you receive a payment from the Plan as the surviving spouse of a deceased participant and you choose to do a rollover to an IRA, you may treat the IRA as your own or as an inherited IRA.

An IRA you treat as your own is treated like any other IRA of yours, so that payments made to you before you are age 59½ will be subject to the 10% additional income tax on early distributions (unless an exception applies) and required minimum distributions from your IRA do not have to start until after you are age 70½.

If you treat the IRA as an inherited IRA, payments from the IRA will not be subject to the 10% additional income tax on early distributions. Required minimum distributions will not have to start from the inherited IRA until the year the participant would have been age 70%.

## If you are a surviving beneficiary other than a spouse.

If you receive a payment from the Plan because of the participant's death and you are a designated beneficiary other than a surviving spouse, the only rollover option you have is to do a direct rollover to an inherited IRA. Payments from the inherited IRA will not be subject to the 10% additional income tax on early distributions. You will have to receive required minimum distributions from the inherited IRA.

Payments under a qualified domestic relations order. If you are the spouse or former spouse of the participant who receives a payment from the Plan under a qualified domestic relations order (QDRO), you generally have the same options the participant would have (for example, you may roll over the payment to your own IRA or an eligible employer plan that will accept it). Payments under the QDRO will not be subject to the 10% additional income tax on early distributions.

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