



Beneficiary Designation

This beneficiary designation is effective upon receipt by Minnesota State Retirement System (MSRS) and supersedes all prior designations. For more information about beneficiary designations, please review *A Guide to Beneficiary Designations*. This guide is available by contacting MSRS or online at www.msrs.state.mn.us.

1. Information about you

Last name	First name	MI	Account ID or SSN
Mailing address			
City		State	Zip code
Home phone		Alternate phone	

Check here for address change

2. Primary beneficiary

I hereby designate the following person(s) as primary beneficiary(ies) of my account under the Plan if I should die prior to the liquidation of my account.

Name of primary beneficiary *	Relationship *	Date of birth *	Address *	Percentage *

* Required Fields

Must equal 100 %

3. Contingent beneficiary

In the event there is no primary beneficiary(ies) at my death, I hereby designate the following person(s) as contingent beneficiary(ies) of my account under the Plan.

Name of contingent beneficiary *	Relationship *	Date of birth *	Address *	Percentage *

* Required Fields

Must equal 100 %

4. Required signature

I have completed, understand and agree to all pages of this *Beneficiary Designation* form and the *Beneficiary Guide*. I hereby revoke all my prior designations (if any) of primary and contingent beneficiaries.

Data collected on this form will be used by MSRS staff for identification and documentation. The individual's Social Security number, birth date and address are classified as private and will not be shared with an unauthorized person without written consent.

Participant Signature _____ Date _____
Month / Day / Year

Beneficiary Guide

General Guidelines

Effective Date

A beneficiary designation is effective upon receipt by Minnesota State Retirement System. This designation supersedes all prior designations.

A beneficiary must be a natural person or qualified trust.

You may designate more than one person or entity. You may attach an additional sheet of paper if there is not enough space to list your designated primary or contingent beneficiaries.

Beneficiary(ies) share equally if percentages are not provided.

Death of Primary Beneficiary(ies)

In the event the primary beneficiary(ies) predeceases you, death benefits will pass to the contingent beneficiary(ies). If no beneficiary(ies) survives you, the benefit shall be payable to your surviving spouse or, if none, to your estate.

Failure to Designate Beneficiary(ies)

If you do not designate a beneficiary(ies), the assets are paid to a surviving spouse, or if none, to your estate.

For more information regarding beneficiary designations, please refer to *A Guide to Beneficiary Designations*.

Minor Beneficiary(ies)

In the event of your death, distribution to a minor beneficiary(ies) requires the following before the distribution can occur:

Guardian

A copy of the court documents showing the name, address and telephone number of minor's court appointed guardian, **OR**

Custodian

A copy of the trust or other documents showing power of appointment under the Uniform Gifts to Minors Act (UGMA) or Uniform Trust to Minors Act (UTMA), whichever is in effect for your state.

Divorce

In the event of dissolution of marriage, your MNDCP beneficiary designation naming your former spouse becomes void unless the divorce decree provides otherwise. You may re-designate your former spouse after the divorce if you wish.

Per Capita vs Per Stirpes Designation

When more than one beneficiary is designated and no percentage is specified, payment to each surviving beneficiary will automatically be made in equal shares, or 100 percent to the last surviving beneficiary. This is a **per capita** designation.

If you wish to have each beneficiaries' share paid to their respective families rather than reverting to other beneficiaries or your estate, you must indicate to pay "**per stirpes**" after each name on this form.

Naming a Trust or Estate

To name a Trust as beneficiary you must provide:

- Name of trust and date trust was established, and
- A copy of the trust document

Sample wording for trust designation

(Trustee name) as Trustee of the (name of trust) established (date of trust)

To name your Estate as beneficiary you must enter the following in the name field:

"Estate" or "Representative of my Estate"

OFAC

I understand that MSRS is required to comply with the regulations and requirements of the Office of Foreign Assets Control, Department of Treasury (OFAC). As a result, MSRS cannot conduct business with persons in a blocked country of any person designated by OFAC as a specially described national or blocked person. For more information, please visit the OFAC website at www.ustreas.gov/offices/enforcement

Submitting this form

Mail or fax the completed form to the address/fax number indicated below.

A confirmation statement will be mailed to you acknowledging this election.



60 Empire Drive | Suite 300 | St. Paul, MN 55103-3000
Telephone: 651-296-2761 | Toll-free: 1-800-657-5757 | Fax: 1-888-529-1832
www.msrs.state.mn.us

Teletypewriter users and telecommunications-device-for-the-deaf (TDD) users should call the Minnesota Relay Service at 1-800-627-3529 and ask to be connected to MSRS at 651-296-2761.