



Montana Teachers' Retirement System

1500 East Sixth Avenue
P.O. Box 200139
Helena, MT 59620-0139
406-444-3134 866-600-4045
trs.mt.gov

TRS Office Use Only

FORM 114: APPLICATION FOR ELECTRONIC DEPOSIT

In compliance with the Americans with Disabilities Act of 1992, alternative accessible formats of this document will be provided upon request.

PLEASE TYPE OR PRINT LEGIBLY IN DARK INK

BENEFIT RECIPIENT INFORMATION

Full Name: First Middle Last Suffix

X X X - X X - _____
Social Security Number

Mailing Address - City, State, ZIP+4 (if unknown, use 5-digit ZIP code)

() _____
Telephone Number

Mailing Address Change: Yes No

AUTHORIZATION: I hereby authorize the Montana Teachers' Retirement System (TRS) to initiate electronic deposits of my monthly benefit into my account at the financial institution named below. (Applicable legal documentation must be provided if someone other than the member or benefit recipient signs this form.)

Member/Benefit Recipient's Signature

Date

JOINT ACCOUNT HOLDER'S INFORMATION

Joint Bank Account Holder's Name

() _____
Telephone Number

Joint Bank Account Holder's Mailing Address - City, State, ZIP+4 (if unknown, use 5-digit ZIP code)

FINANCIAL INSTITUTION INFORMATION

TRS cannot make electronic deposits to banks outside of the U.S.

Financial Institution's Name

() _____
Telephone Number

Financial Institution's Mailing Address - City, State, ZIP+4 (if unknown, use 5-digit ZIP code)

Account Type (check only one): Checking Savings

If you indicated a savings account, you must provide: _____
Savings Account Number Institution's 9-Digit Routing Number

**IF YOU INDICATED A CHECKING ACCOUNT,
THIS FORM IS INVALID UNLESS
YOUR VOIDED PERSONAL
CHECK IS ATTACHED IN THIS SECTION
USING CLEAR TAPE ONLY.
DO NOT ATTACH A DEPOSIT TICKET.**



OVERVIEW

DO NOT CLOSE YOUR OLD ACCOUNT UNTIL YOUR FIRST PAYMENT HAS BEEN DEPOSITED INTO YOUR NEW ACCOUNT

TRS is pleased to be able to offer you the convenience of electronically depositing your monthly benefit. Monthly benefits are mailed on the last business day of each month. Utilizing the electronic deposit option, your benefit will be electronically deposited into your bank account and posted on the last business day of each month. All requested information on the front of this form must be completed in order for TRS to initiate an electronic deposit on your behalf.

This form requests that you provide your social security number (SSN). Internal Revenue Code Sections 6041(A) and 6109 authorize TRS to solicit your SSN.

- The disclosure of the last four digits of your SSN to the TRS is mandatory.
- TRS will use your SSN to ensure that any amounts disbursed under your account are properly reported to the Internal Revenue Service and as a reference number for tracking all data with regard to your retirement account.
- TRS will not disclose your SSN to any party unless required by law.

Your first payment will be deposited into your account within 60 days after this authorization is received by TRS. This includes a transfer from one financial institution to a new financial institution, or a change in account number.

The first month your benefit is electronically deposited, a check stub will be mailed to your home mailing address on file with TRS. Following your initial electronic deposit, check stubs will only be mailed to you when your net monthly deposit amount changes.

TRS does not allow the U.S. Post Office to forward mail generated by this office. Therefore, it is imperative that TRS be notified, in writing, of all changes to your home mailing address, even if you receive your checks by direct deposit. Having your current address on file ensures prompt delivery of notices and other correspondence about your benefits, along with year-end tax statements.

SPECIAL NOTICE TO JOINT ACCOUNT HOLDERS

Joint account holders should immediately advise both the TRS and the financial institution of the death of the benefit recipient. Funds deposited after the date of death or eligibility must be returned to TRS. A determination regarding any death benefits payable will be made by TRS.

CHANGING ACCOUNTS AND/OR FINANCIAL INSTITUTIONS

In order to implement a change in electronic deposit, a new form must be completed, or adequate written documentation must be submitted to TRS to affect a change. A new Form 114 Application for Electronic Deposit can be obtained by visiting the TRS website at www.trs.mt.gov/trs-info/forms or by contacting the TRS at 406-444-2441 or 406-444-3185.

CANCELLATION

Your electronic deposit will continue to be deposited into your designated bank account until you notify TRS, in writing, that you wish to change your account or financial institution, or upon the notification of your death.