APPLICATION FOR SEPARATION REFUND

IMRF Form 5.10 (Rev. 10/06)

SEPARATION REFUNDS

- This application is for a total refund of your IMRF member contributions. You should file this form only if you are not working for any IMRF employer in any position.
- You are NOT eligible for a refund if you change from participation with one IMRF employer to participation with another IMRF employer. If you continue IMRF participation with another employer, IMRF combines your contributions and pension credits in your IMRF account and will base any benefit payment on the total.
- You are NOT eligible for a refund if you stop
 participating in IMRF but continue working for your
 employer. For example, you work for a school district as a
 teacher's aide and accept a certificated teaching position
 with the same school district. Or, you work for a city as

- a dispatcher and accept a position as a police officer or firefighter with the same city.
- By accepting a refund, you forfeit your right to all IMRF benefits including a future IMRF pension. However, you can reinstate forfeited pension credits by repaying the refund with interest. To be eligible to repay the refund, you must return to work for at least two years under IMRF or one of the other Reciprocal Act public pension systems in Illinois. If you participate in IMRF's SLEP plan, you can repay the refund after you have completed 1,000 hours of contributing IMRF service under SLEP.
- To receive your refund, your signature must be notarized. Also, the notary must include his or her stamp ("Official Seal") where indicated. If the notary stamp is missing, IMRF will not mail you your refund.

INSTRUCTIONS FOR COMPLETING THIS FORM Section 1 — Member information

Enter the requested information. (The taxable amount of refunds is subject to a federal 10% penalty tax in addition to the regular federal income tax. Under the Pension Protection Act of 2006, this 10% penalty does not apply to police officers, firefighters and emergency medical personnel if they are age 50 or older when they stop working for their IMRF employer.)

Section 2 — Certification

Payments directly to you

If you are having your entire refund paid directly to you, check the box for "Roll over nothing." Because the refund will be paid directly to you, federal law requires IMRF to withhold 20% of the taxable portion of your refund. The 20% withholding is not required if you directly roll over the taxable portion directly to an IRA or some other qualified retirement plan. (See next paragraph.)

Direct Rollovers

If you are having all of your refund directly rolled over to an Individual Retirement account (**not** a Roth IRA) or other eligible plan, check the box "Roll over entire taxable amount." If you are having **part** of your refund rolled over, indicate **EITHER** a percentage **OR** dollar amount in the space provided. **The refund will be mailed to you, but the check will be made payable to the custodian of your account or plan**. If you indicate anything less than the full amount of your refund, the balance — less the 20% withholding on the taxable portion — will be distributed directly to you.

Notarization

IMRF requires all refund applications to be notarized. Under Illinois law, a notary must include his or her stamp. Therefore, in addition to witnessing your signature, the notary must include his or her stamp ("Official Seal") in the space indicated. If the seal is missing, the notarization is not complete and you will not receive your refund.

Section 3 — Account information (This section required for direct rollovers only.)

Take this form to your financial institution or the custodian of your account or plan and have its representative complete Section 3. If you wish, you may instead attach a completed rollover request form from your financial institution.

ADDITIONAL TAX INFORMATION

- The taxable amount of most refunds will be subject to a federal 10% penalty tax in addition to the regular federal income tax. This penalty does not apply if you:
 - a) roll over your refund directly to a traditional IRA (not a Roth IRA) or other qualified retirement plan; 401(a), 401(k), 457, or 403(a) or 403(b).
 - b) are age 59-1/2 or older when you take your refund;
 - c) are age 55 or older (50 or older if you are a police officer, firefighter or emergency medical personnel) in the year you terminate employment with your IMRF employer; or
 - d) roll over the taxable portion of your refund to an IRA or other qualified retirement plan within 60 days of receipt of the refund. Please note: You must also add the 20% withheld by IMRF to this rollover or pay the 10% penalty on that withheld amount.
- For most IMRF members, contributions made before July 1, 1984, were already taxed ("previously taxed," see column at left). When received as a refund, they are not subject to federal income tax.
- Contributions made after June 30, 1984, were not taxed and are subject to federal income tax when received as a refund.
- All member contributions received as a refund are not subject to Illinois income tax.
- Each January, IMRF issues tax statements for payments made the previous year. We will send your tax statement to the address shown on this form. If you change your mailing address, you should notify IMRF in writing of the change.

 This distribution must be reported on your tax return even if a portion or all of it is rolled over to another qualified plan or IRA.

PREVIOUSLY TAXED CONTRIBUTIONS

- Generally, member contributions since 1984 have been "tax-deferred" (the money used to pay those contributions has not been subject to federal income tax). However, some members have "previously taxed" contributions (also known as "after-tax contributions"—the money used to pay those contributions had already been subject to federal income tax). Contributions made prior to 1984 or funds used to purchase past service are often previously taxed. If your IMRF account contains previously taxed contributions, they are shown separately on your IMRF Member Statement of Account.
- When you are refunded previously taxed contributions, those contributions are not taxable to you, and they are not subject to any income tax withholding. While most members choose to have these amounts refunded directly to them, tax laws allow you to roll over your previously taxed contributions into a traditional IRA or a qualified employer retirement plan.
- If your IMRF member account contains previously taxed contributions and you wish to roll over these contributions into a traditional IRA or a qualified employer retirement plan, please request IMRF Form 5.10B, "Previously Taxed Rollover Request." Complete the form and return it to IMRF along with this form. Form 5.10B is available at IMRF Online (www.imrf.org) or you can call 1-800-ASK-IMRF (1-800-275-4673), Monday through Friday, from 7:30 a.m. to 5:30 p.m. to request it.

APPLICATION FOR SEPARATION REFUND



IMRF Form 5.10 (Rev. 10/06) PLEASE PRINT OR TYPE

SECTION 1 — MEMBER INFORMATION						
MEMBER'S FIRST NAME MIDDLE INITIAL LAST	JR., SR., II, E	TC. SC	OCIAL SECURITY NUMBER			
HOME STREET (MAILING) ADDRESS	СП	ΓΥ	COUNTY			
STATE AND ZIP (+4 if known)	DATE OF BIRTH		DAYTIME TELEPHONE NO.			
NAME OF LAST IMRF EMPLOYER			LAST DAY OF EMPLOYMENT WITH YOUR IMRF EMPLOYER			
MY LAST POSITION UNDER IMRF WAS AS A PUBLIC SAFETY EMPLOYEE \(\square\) NO						
(See instructions)	☐ YES					
SECTION 2 — CERTIFICATION						
In order for IMRF to process your refund, you must choose one of the following. I direct IMRF to:						
☐ Roll over nothing and make the entire distribution payable to me, less the 20% withholding.						
Roll over entire taxable amount and make payable to the IRA, 401k, or eligible retirement plan as named below.						
□ Roll over% or \$		of the	e taxable amount			
(Enter either a percentage or a dollar amount. The percentage OR dollar amount indicated will be rolled over to the IRA, 401k, or eligible retirement plan named below.)						
I certify that I no longer work for any IMRF employer in any capacity. I further certify that the account named below is an individual retirement plan or an eligible employer plan, and is eligible to receive this rollover distribution. I hereby waive my right to 30 days prior notice of the tax consequences of this distribution and demand immediate payment. Note: IMRF is required by federal law to withhold 20% of the taxable portion of your refund not directly rolled over to an I.R.A. or other qualified retirement plan. This withholding requirement is limited to the <i>taxable</i> portion of your refund. Any portion that was previously taxed will be paid directly to you without withholding.						
Member Signature (write; do not print or type)			Date			
X						
, <u> </u>						
NOTARIZATION REQUIRED FOR PROCESSIN	G					
Subscribed and sworn to before me, a Notary Public in and f			AFFIX OFFICIAL SEAL			
Notary Signature						
Notary Signature			If seal is missing, the refund will not be paid.			
SECTION 3 — ACCOUNT INFORMATION (This sect	ion required for d	direct ro	ollovers only.)			
Financial organization: These funds are currently in a qualified retirement plan (QRP) under section 401(a) of the IRC. Member will be mailed a check made payable to the financial institution named below.						
NAME OF FINANCIAL ORGANIZATION CHECK IS TO BE MADE PAYABLE		ACCOUNT IS: (SELECT ONE)				
DEPOSIT ACCOUNT NUMBER (OPTIONAL)		☐ IRA (not a Roth IRA) ☐ RETIREMENT PLAN (re IRC 401)				
TELEPHONE NUMBER (include area code)			ERERED COMPENSATION PLAN (457 OR 403B)			

Illinois Municipal Retirement Fund Suite 500 2211 York Road Oak Brook, IL 60523-2337 1-800-ASK-IMRF (1-800-275-4673) www.imrf.org

APPLICATION FOR SEPARATION REFUND



IMRF Form 5.10 (Rev. 10/06) PLEASE PRINT OR TYPE

SECTION 1 — MEMBER INFORMATION					
MEMBER'S FIRST NAME MIDDLE INITIAL LAST		JR., SR., II, E	TC.	SOCIAL SECURITY NUMBER	
HOME STREET (MAILING) ADDRESS		CI	TY	COUNTY	
STATE AND ZIP (+4 if known)	DATE C	F BIRTH		DAYTIME TELEPHONE NO.	
NAME OF LAST IMRF EMPLOYER			LAST	DAY OF EMPLOYMENT WITH YOUR IMRF EMPLOYER	
MY LAST POSITION UNDER IMRF WAS AS A PUBLIC SAFETY EMPLOYEE NO (See instructions) YES					
SECTION 2 — CERTIFICATION In order for IMRF to process your refund, you must choose one of the following. I direct IMRF to:					
☐ Roll over nothing and make the entire distribution payable to me, less the 20% withholding.					
Roll over entire taxable amount and make payable to the IRA, 401k, or eligible retirement plan as named below.					
Roll over % or \$ of the taxable amount (Enter either a percentage or a dollar amount. The percentage OR dollar amount indicated will be rolled over to the IRA, 401k, or eligible retirement plan named below.)					
I certify that I no longer work for any IMRF employer in any capacity. I further certify that the account named below is an individual retirement plan or an eligible employer plan, and is eligible to receive this rollover distribution. I hereby waive my right to 30 days prior notice of the tax consequences of this distribution and demand immediate payment. Note: IMRF is required by federal law to withhold 20% of the taxable portion of your refund not directly rolled over to an I.R.A. or other qualified retirement plan. This withholding requirement is limited to the <i>taxable</i> portion of your refund. Any					
portion that was previously taxed will be paid directl					
Member Signature (write; do not print or type)				Date	
X					
NOTARIZATION REQUIRED FOR PROCESS	SING				
Subscribed and sworn to before me, a Notary Public in a	nd for the			AFFIX OFFICIAL SEAL	
Notary Signature					
SECTION 3 — ACCOUNT INFORMATION (This section required for direct rollovers only.) Financial organization: These funds are currently in a qualified retirement plan (QRP) under section 401(a) of the IRC. Member will be mailed a check made payable to the financial institution named below.					
NAME OF FINANCIAL ORGANIZATION CHECK IS TO BE MADE PAYA	BLE TO		ACCOUNT IS: (SELECT ONE)		
DEPOSIT ACCOUNT NUMBER (OPTIONAL)			☐ IRA (not a Roth IRA) ☐ RETIREMENT PLAN (re IRC 401)		
TELEPHONE NUMBER (include area code)				DTHER DEFERRED COMPENSATION PLAN (457 OR 403B)	

Illinois Municipal Retirement Fund Suite 500 2211 York Road Oak Brook, IL 60523-2337 1-800-ASK-IMRF (1-800-275-4673) www.imrf.org

SPECIAL TAX NOTICE REGARDING IMRF PAYMENTS

This notice explains how you can continue to defer federal income tax on your IMRF contributions. It also contains important information you will need before you decide how to receive your IMRF benefits.

MEMBER REFUNDS

All or part of the payment that you will receive may be eligible for rollover to an "Eligible Account" such as a traditional IRA or an eligible employer plan. A rollover is a payment of all or part of your refund to another plan or IRA that allows you to continue to postpone taxation of the refund until it is paid to you. Your payment cannot be rolled over to a Roth IRA, a SIMPLE IRA, or a Coverdell Education Savings Account (formerly known as an education IRA).

An "eligible employer plan" includes a plan qualified under section 401(a) of the Internal Revenue Code, including a 401(k) plan, profit-sharing plan, defined benefit plan, stock bonus plan, and money purchase plan; a section 403(a) annuity plan; a section 403(b) tax-sheltered annuity; and an eligible section 457(b) plan maintained by a governmental employer (governmental 457 plan).

An eligible employer plan is not legally required to accept a rollover. Before you decide to roll over your payment to another employer plan, you should find out whether the plan accepts rollovers and, if so, the types of distributions it accepts as a rollover.

You should also find out about any documents that are required to be completed before the receiving plan will accept a rollover. Even if a plan accepts rollovers, it might not accept rollovers of certain types of distributions, such as after-tax amounts. If this is the case, and your distribution includes after-tax amounts, you may wish instead to roll your distribution over to a traditional IRA or split your rollover amount between the employer plan in which you will participate and a traditional IRA.

If an employer plan accepts your rollover, the plan may restrict subsequent distributions of the rollover amount or may require your spouse's consent for any subsequent distribution. A subsequent distribution from the plan that accepts your rollover may also be subject to different tax treatment than distributions from IMRF. Check with the administrator of the plan that is to receive your rollover prior to making the rollover.

If you have additional questions after reading this notice, you can contact an IMRF Member Service Representative at 1-800-ASK-IMRF (1-800-275-4673), Monday through Friday, 7:30 A.M. to 5:30 p.m.

SUMMARY

There are two ways you may be able to receive an IMRF refund that is eligible for rollover:

- Certain payments can be mailed to you and made payable to an "Eligible Account" ("DIRECT ROLLOVER"); or
- (2) The payment can be PAID TO YOU.

If you choose a **DIRECT ROLLOVER**:

 Your payment will not be taxed in the current year and no income tax will be withheld.

- Your payment will be made directly to the eligible account.
- The taxable portion of your payment will be taxed later when you take it out of the eligible account. Depending on the type of plan, the later distribution may be subject to different tax treatment than it would be if you received a taxable distribution from IMRF.

If you choose to have an IMRF refund that is eligible for rollover **PAID TO YOU**:

- You will receive only 80% of the taxable amount of the payment, IMRF is required to withhold 20% of that amount and send it to the IRS as income tax withholding to be credited against your taxes.
- The taxable amount of your payment will be taxed in the current year unless you roll it over. You may be able to use special tax rules that could reduce the tax you owe. However, if you receive the payment before age 59-1/2, you may have to pay an additional 10% tax.
- You can roll over all or part of the payment by paying it to an eligible account within 60 days after you receive the payment. The amount rolled over will not be taxed until you take it out of the eligible account.
- If you want to roll over 100% of the payment to an eligible account, you must find other money to replace the 20% of the taxable portion that was withheld. If you roll over only the 80% that you received, you will be taxed on the 20% that was withheld and that is not rolled over.

I. ROLLOVERS IN GENERAL

IMRF refunds are "eligible rollover distributions." This means that the refund can be sent to you made payable to an eligible rollover account. IMRF does not send the eligible rollover to the financial institution or eligible account. Payments from IMRF cannot be rolled over to a Roth IRA, a SIMPLE IRA, or a Coverdell Education Savings Account (formerly known as an education IRA).

After-tax Contributions (also known as "Previously taxed contributions"): If you made after-tax contributions to IMRF, these contributions may be rolled into either a traditional IRA or to certain employer plans that accept rollovers of the after-tax contributions (See IMRF Form 5.10 B). The following rules apply:

Rollover into a Traditional IRA: You can roll over your after-tax contributions to a traditional IRA either directly or indirectly. If you roll over after-tax contributions to a traditional IRA, it is your responsibility to keep track of, and report to the IRS on the applicable forms, the amount of these after-tax contributions. This will enable the nontaxable amount of any future distributions from the traditional IRA to be determined. Once you roll over your after-tax contributions to a traditional IRA, those amounts cannot later be rolled over to an employer plan.

Rollover into an Employer Plan: You can roll over after-tax contributions from IMRF to another employer

plan under 401(a), 401(k) or 403(b), using a direct rollover if the other plan provides separate accounting for amounts rolled over, including separate accounting for the after-tax employee contributions and earnings on those contributions. You cannot roll over after-tax contributions to a governmental 457 plan. If you want to roll over your after-tax contributions to an employer plan that accepts these rollovers, you cannot have the after-tax contributions paid to you first. You must instruct IMRF to make a direct rollover on your behalf by completing IMRF Form 5.10B, "Previously Taxed Rollover Request." Also, you cannot first roll over after-tax contributions to a traditional IRA and then roll over that amount into an employer plan.

II. DIRECT ROLLOVER

A direct rollover is a direct payment of the amount of your refund to an eligible account. You can choose a direct rollover of all or any portion of your payment to a plan that will accept it. You are not taxed on any taxable portion of your payment for which you choose a direct rollover until you later take it out of the eligible account. In addition, no income tax withholding is required for any taxable portion of your refund for which you choose a direct rollover.

Direct Rollover to a Traditional IRA: You can open a traditional IRA to receive the direct rollover. If you choose to have your payment made directly to a traditional IRA, contact an IRA sponsor (usually a financial institution) to find out how to have your payment made in a direct rollover to a traditional IRA at that institution. If you are unsure of how to invest your money, you can temporarily establish a traditional IRA to receive the payment. However, in choosing a traditional IRA, you may wish to make sure that the traditional IRA you choose will allow you to move all or a part of your payment to another traditional IRA at a later date, without penalties or other limitations. See IRS Publication 590, Individual Retirement Arrangements, for more information on traditional IRAs (including limits on how often you can roll over between IRAs).

Direct Rollover to a Plan: If you are employed by a new employer that has an eligible employer plan, and you want a direct rollover to that plan, ask the plan administrator of that plan whether it will accept your rollover. An eligible employer plan is not legally required to accept a rollover. Even if your new employer's plan does not accept a rollover, you can choose a direct rollover to a traditional IRA. If the employer plan accepts your rollover, the plan may provide restrictions on the circumstances under which you may later receive a distribution of the rollover amount or may require spousal consent to any subsequent distribution. Check with the plan administrator of that plan before making your decision.

Change in Tax Treatment Resulting from a Direct Rollover: The tax treatment of any payment from the eligible account receiving your direct rollover might

be different than if you received the payment in a taxable distribution directly from IMRF. For example, if you were born before January 1, 1936, you might be entitled to ten-year averaging or capital gain treatment, as explained below. However, if you have your refund rolled over to an eligible account in a direct rollover, your refund will no longer be eligible for that special treatment. See the sections below entitled "Additional 10% Tax if You Are under Age 59 1/2" and "Special Tax Treatment if You Were Born before January 1, 1936."

III. PAYMENT PAID TO YOU:

If your refund is paid directly to you, it is subject to 20% federal income tax withholding on the taxable portion. The payment is taxed in the year you receive it unless you roll it over within 60 days to an eligible account that accepts rollovers. If you do not roll it over, special tax rules may apply.

INCOME TAX WITHHOLDING

Mandatory Withholding:

If you do not elect a direct rollover, IMRF is required by law to withhold 20% of the taxable amount of your refund. This amount is sent to the IRS as federal income tax withholding. For example, the taxable amount of your refund is \$10,000, only \$8,000 will be paid to you because IMRF must withhold \$2,000 as income tax.

However, when you prepare your income tax return for the year, unless you make a rollover within 60 days (see "Sixty-Day Rollover Option" below), you must report the full \$10,000 as a taxable payment from IMRF. You must report the \$2,000 as tax withheld, and it will be credited against any income tax you owe for the year.

Sixty-Day Rollover Option:

If you receive your IMRF refund directly, you can still decide to roll over all or part of it to an eligible account. If you decide to roll over, you must contribute the amount of the payment you received to an eligible account within 60 days after you receive the payment. The portion of your payment that is rolled over will not be taxed until you take it out of the eligible account.

You can roll over up to 100% of your refund, including an amount equal to the 20% of the taxable portion that was withheld. If you choose to rollover 100%, you must find other money within the 60-day period to contribute to the eligible account, to replace the 20% that was withheld. On the other hand, if you only roll over the 80% of the taxable portion that you received you will be taxed on the 20% that was withheld.

Example: The taxable portion of your payment that can be rolled over under Part I above is \$10,000, and you choose to have it paid to you. You will receive \$8,000, and \$2,000 will be sent to the IRS as income tax withholding. Within 60 days after receiving the \$8,000, you may roll over the entire \$10,000 to an eligible account. To do this, you roll over the \$8,000 you received from IMRF, and you will have to find \$2,000 from other sources (your savings, a loan, etc.). In this case, the entire \$10,000 is not taxed until you take it out

of the eligible account. If you roll over the entire \$10,000 when you file your income tax return, you may get a refund of part or all of the \$2,000 withheld.

If, on the other hand, you roll over only \$8,000, the \$2,000 you did not roll over is taxed in the year it was withheld. When you file your income tax return, you may get a refund of part of the \$2,000 withheld. (However, any refund is likely to be larger if you roll over the entire \$10,000.)

Additional 10% Tax If You Are under Age 59-1/2: If you receive your refund before you reach age 59-1/2 and you do not roll it over, then, in addition to the regular income tax, you may have to pay an extra tax equal to 10% of the taxable portion of the payment. The additional 10% tax generally does not apply to your payment if it is:

- paid after you separate from service with your employer during or after the year you reach age 55 (50 or older if you are a police officer, firefighter or emergency medical personnel),
- (2) paid because you retire due to disability,
- (3) paid as equal (or almost equal) payments over your life or life expectancy (or your and your beneficiary's lives or life expectancies),
- (4) paid directly to the government to satisfy a federal tax levy,
- paid to an alternate payee under a qualified domestic relations order, or
- (6) not in excess of the amount of your deductible medical expenses. See IRS Form 5329 for more information on the additional 10% tax.

Special Tax Treatment If You Were Born before January 1, 1936: If the payment qualifies as a "lump sum distribution," it may be eligible for special tax treatment. A lump sum distribution is a payment, within one year, of your entire balance under IMRF (and certain other similar plans of the employer) that is payable to you after you have reached age 59-1/2 or because you have separated from service with your employer. For a payment to be treated as a lump sum distribution, you must have been a participant in the plan for at least five years before the year in which you received the distribution. The special tax treatment for lump sum distributions that may be available to you is described below.

Ten-Year Averaging: If you receive a lump sum distribution and you were born before January 1, 1936, you can make a one-time election to figure the tax on the payment by using "10-year averaging" (using 1986 tax rates). Ten-year averaging often reduces the tax you owe.

Capital Gain Treatment: If you receive a lump sum distribution and you were born before January 1, 1936, and you were a participant in IMRF before 1974, you may elect to have the part of your payment that is attributable to your pre-1974 participation in IMRF taxed as long-term capital gain at a rate of 20%.

There are other limits on the special tax treatment for lump sum distributions. For example,

- You can generally elect this special tax treatment only once in your lifetime, and the election applies to all lump sum distributions that you receive in that same year.
- You may not elect this special tax treatment if you rolled amounts into IMRF from a 403(b) tax-sheltered annuity contract, a governmental 457 plan, or from an IRA not originally attributable to a qualified employer plan.
- If you have previously rolled over a distribution from IMRF (or certain other similar plans of the employer), you cannot use this special averaging treatment for later payments from IMRF.
- If you roll over your payment to a traditional IRA, governmental 457 plan, or 403(b) tax-sheltered annuity, you will not be able to use special tax treatment for later payments from that IRA, plan, or annuity.
- If you roll over only a portion of your payment to a traditional IRA, governmental 457 plan, or 403(b) taxsheltered annuity, this special tax treatment is not available for the rest of the payment.

See IRS Form 4972 for additional information on lump sum distributions and how you elect the special tax treatment.

HOW TO OBTAIN ADDITIONAL INFORMATION

This notice summarizes only the federal tax rules that might apply to your payment. The rules described above are complex and contain many conditions and exceptions that are not included in this notice.

Therefore, you may want to consult with a professional tax advisor before you receive your IMRF benefits. Also, you can find more specific information on the tax treatment of payments from qualified employer plans, like IMRF, in IRS Publication 575, Pension and Annuity Income, and IRS Publication 590, Individual Retirement Arrangements.

These publications are available from your local IRS office, on the IRS's Internet Web Site at www.irs.gov, or by calling 1-800-TAX-FORMS.