

City of Omaha Employees Retirement System (COERS)
Request for Refund of Pension Contributions

(Please read and sign acknowledgment on page 2)

Return Request Form (and any additional required documents) to:

1819 Farnam Street, Suite 506
 Omaha, NE 68183-0506

Request is hereby made for a refund of Contributions in accordance with the provisions of Section 22-39 or 22-37 of the Omaha Municipal Code for the period of employment shown on this form. (Funds will be distributed on the last business day of the month in which the refund is approved.)

Name of Employee (please print)	Department	Social Security Number (of Employee)	Social Security Number (of Claimant, if Employee is Deceased)
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Mailing Information for Person Completing Request for Refund Form (used for 1099R tax form)	Tax/Rollover Option for 414H Refund (applies only to contributions made since 02/11/1996) See special tax notice for more information.
Name _____ Address _____ City _____ State _____ Zip _____ Telephone Number _____	☐ Check: Mailed to address provided in Mail Information box. Mandatory 20% withholding for federal tax (& 5% NE tax for Nebraska residents). ☐ Direct Deposit: Only available for the account on file. (Subject to same tax withholdings as a check) Routing #: _____ Account #: _____ ☐ Rollover: To the following qualified plan. (Letter of acceptance from a qualified retirement plan is required)

Reason for Refund	Term of Employment	Employee/Claimant Signature & Witness
☐ Transfer to Sworn ☐ Resignation ☐ End of Appointment ☐ Dismissal ☐ Death _____ (date) ☐ Other _____	Starting Date _____ Ending Date _____	Employee/Claimant Signature _____ Date _____ I certify that I witnessed the signature of the person making this claim Witness Signature _____ Date _____

Do Not Write Below	
Finance Department _____ Date _____	Approved for Payment Yes _____ No _____ Power of Attorney Yes _____ No _____ Date _____ Chair _____ Secretary _____

REFUND OF PENSION CONTRIBUTIONS/VESTING PENSION CONTRIBUTIONS

Refund – To receive a refund of pension contributions during any given month, the following requirements must be met:

1. Your final pay must have been received by you before the pension Board meeting. The City of Omaha Employees Retirement System (COERS) Board of Trustees usually meets the third Wednesday of each month;
2. The completed refund request form must be received in the Human Resources Department no later than noon on the first Friday of the month for payment in the same month;
3. Your department must submit a status change form to the Records Division of the Human Resources Department no later than noon on the first Friday of the month.

Vesting – Employees (1) hired before March 1, 2015, who have at least five years of pension service credit or (2) hired on or after March 1, 2015, who have received at least five years of service credit are vested unless a refund is made. Vested individuals are entitled to a future pension benefit when the age requirement is met.

Former employees may, at any time prior to starting a pension, withdraw their pension contributions and/or interest pursuant to Omaha Municipal Code 22-39 and the union agreements. If a refund is made, all pension benefits from COERS are forfeited.

Health coverage is not provided by COERS. Former employees who are vested are not entitled to health coverage except as provided under the union agreement or COBRA provisions.

If a former employee deceases prior to commencing a pension, survivors need to contact the City of Omaha Benefits Division, Human Resources Department, 1819 Farnam Street, Suite 506, Omaha, NE 68183 for benefit information.

Vested employees are responsible for providing current mailing address information to the City of Omaha Benefits Division of the Human Resources Department.

I hereby request a refund of contributions from the pension system and understand that I lose the right to any future benefit under the City of Omaha Employees Retirement System (COERS) by this request (refund application on reverse side of this notice).

I understand that if I should become re-employed by the City of Omaha and re-eligible for membership in COERS that I will be considered a new member. New members participate in the Cash Balance Plan.

Signature

Date

Witness

Return to the City of Omaha Human Resources Department, 1819 Farnam Street, Suite 506, Omaha, NE 68183

Turn Over & Complete Other Side