



Chicago Teachers' Pension Fund

DESIGNATION OF BENEFICIARY

425 S. Financial Place, Suite 1400 | Chicago, IL 60605-1000
312.641.4464 | Fax: 312.641.7185 | www.ctpf.org

FORM
105
(REV. 9/2020)

The Designation of Beneficiary form allows CTPF members to designate individuals who will be paid any available lump-sum death benefits at their death. It does not affect or determine survivor benefits, which are only payable to an eligible spouse or minor child. This form becomes effective when the original signed notarized form is received and approved by the CTPF office and should be completed at least every 5 years, or if a life changing event has occurred. CTPF will not accept forms with any alterations.

BENEFITS PAYABLE UPON DEATH

Depending on the member's status at the time of death, CTPF provides the following lump-sum benefits to the beneficiaries of a deceased member:

- A lump-sum death benefit and/or
- A refund of contributions that the member made to the Fund, which are remaining at the time of the member's death.

INSTRUCTIONS:

SECTION 1: MEMBER INFORMATION

Please provide all requested applicable information.

SECTION 2: PRIMARY BENEFICIARY INFORMATION

Enter the requested information for each beneficiary. It is very important to keep your beneficiary up-to-date. The address, email address and telephone number is important for locating your beneficiary and paying benefits.

HOW ARE BENEFITS PAID? Death benefits are paid to:

- The primary beneficiary designated by the member on the latest Designation of Beneficiary form on file with CTPF.
- The alternate beneficiary designated by the member, if no primary beneficiary survives.
- The member's estate, if no primary or alternate beneficiary survives.

WHO CAN BE NAMED AS A BENEFICIARY? Any person or trust may be designated as a primary or alternate beneficiary. If you name a trust, provide the legal name of the trust and/or trustee, the trust number, the date established, and the contact information for the trust. A creditor (i.e. bank, credit union or loan company) **MAY NOT** be named as a beneficiary.

ADDITIONAL BENEFICIARIES: If you wish to name more than four primary beneficiaries, cross out the words "Alternate Beneficiary" in section 3, and write your initials and continue. If additional pages are necessary, then each page needs to be properly notarized.

NAMING A MINOR: Death benefits payable to a minor are paid in care of the minor's guardian or custodian under the Illinois Uniform Transfers to Minors Act.

DISTRIBUTION OF BENEFITS: If more than one person is named as beneficiary, all will share equally in the benefit unless specific shares (percentages) are written in the "% Share" box. If you enter percentages, the total must equal 100%. If specific shares are written in, the benefit will be distributed as directed.

- If a named beneficiary does not survive, his or her shares will be distributed among any surviving beneficiaries.

SECTION 3: ALTERNATE BENEFICIARY INFORMATION

Alternate beneficiaries receive death benefits if no primary beneficiary survives. Follow the directions in section 2.

SECTION 4: SIGNATURE AND NOTARIZATION

Sign and date the form in the presence of a notary or schedule a remote notarization session with CTPF. The notary signing this form may not be named as a beneficiary.

RETURN THE FORM: U.S. Mail processing may be delayed due to the pandemic. Send forms by fax 312.641.7185 or email an attachment (.pdf or .jpg format) to imaging@ctpf.org to begin processing and mail the original to:

Chicago Teachers' Pension Fund
425 S. Financial Place, Suite 1400
Chicago, IL 60605-1000

REMOTE NOTARIZATION AVAILABLE: Member Services offers remote notarization for CTPF documents. Call or email Member Services at 312.641.4464 or memberservices@ctpf.org, and request a videoconference for notarization.

CONFIDENTIALITY: The information contained on your form is confidential and will not be disclosed to anyone except as required by law. If you cannot locate a copy of this form or recall your named beneficiary, contact CTPF.

You can also find this form on our website:
www.ctpf.org/member-forms-information

Call Member Services, 312.641.4464, if you have questions or to schedule a remote notarization session.



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Legal Name: First		M.I.	Last		Last 4 digits SSN or Member ID:
Member's Date of Birth: (MM/DD/YY)		Mailing Address: Street <i>Include apt. or unit no.</i>			
City	State	Zip	Telephone Number: (with area code)	Email:	
Marital Status: <input type="checkbox"/> never married <input type="checkbox"/> married/civil union <input type="checkbox"/> divorced <input type="checkbox"/> widowed		Marriage/Civil union date: (MM/DD/YY)		Spouse's Date of Birth: (MM/DD/YY)	
Spouse's Name: First		M.I.	Last		Spouse's SSN:

SECTION 2: Primary Beneficiary/ies receive CTPF death benefits first % must add to 100

Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:
Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:
Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:
Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:

SECTION 3: Alternate Beneficiary/ies receive death benefits if no primary beneficiary survives % must add to 100

Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:
Name:		Date of Birth: (MM/DD/YY)	Relationship:		% of share:
Address: Street	City	State	Zip	Phone Number:	Email:

SECTION 4: SIGNATURE & NOTARIZATION

SIGNATURE OF: _____
 CTPF Member Agent/Power of Attorney Guardian

DATE (MM/DD/YEAR) _____

(Seal or Stamp)

STATE OF _____ COUNTY OF _____

I, _____ a Notary Public in and for the County and State set forth above, do hereby certify that _____ personally known to me to be the same person whose name is subscribed above, appeared before me this day in person and signed this document in my presence as a free and voluntary act, for the uses and purposes set forth by law.

NOTARY PUBLIC

Given under my hand and Notary Seal, This ___ day of ___ 20__.

MY COMMISSION EXPIRES _____

*IF SEAL OR STAMP IS MISSING DESIGNATION IS NOT VALID.