



# Election to Participate in Optional Retirement Program and/or Refund

TRS28 (10-19)

1000 Red River Street  
Austin, TX 78701-2698  
(800) 223-8778  
www.trs.texas.gov

## Section 1 - Member Information

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_

Street Address or PO Box Number City State Zip Code

Phone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

To be completed if your refund will be sent to a foreign address:

Are you a U.S. citizen?  Yes  No

If you are not a U.S. citizen, are you a resident alien of the U.S.?  Yes  No

If you answered no to both questions above, see page 1 of the Information Sheet for ORP Election and/or Refund (TRS28IN) for additional information regarding required federal income tax withholding.

## Section 2 – Prior Optional Retirement Program Election Information

Have you previously elected the Optional Retirement Program in lieu of TO9x(G0etionalf -1167 -4ction and/orZ-1830.n.onalox Num

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## Information Sheet for ORP Election and/or Refund

TRS28IN (09-16)

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If you are not a U.S. citizen or resident alien of the U.S., TRS is required to withhold 30 percent for federal income tax unless you qualify for benefits under a U.S. tax treaty. If so, you must notify TRS of your eligibility for reduced withholding or exemption from withholding and provide TRS with a completed IRS Form W-8BEN (Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding) and any other required documentation. The W8-BEN can be obtained on the IRS' website, [www.irs.gov](http://www.irs.gov), or from TRS upon request. TRS recommends that you submit the completed Form W-8BEN with your TRS28 in order to expedite your refund.



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## Tax Statements Sent by TRS

Tax statements (Form 1099-R) are required to be mailed to your address on record no later than January 31 of the year following a refund. Form 1099-R includes the total amount of the lump sum distribution, any portion that is taxable income for the year paid, and the amount of income tax withheld. This information is also provided to the IRS as required by federal law. If you are not a U.S. citizen or resident alien of the U.S., TRS will report your distribution on a Form 1042-S instead of on a Form 1099-R.

If you elect to roll over all or a part of your refund, you will receive a separate Form 1099-R regarding the rollover amount. Tax statements are mailed to the same address used for refunds. You must notify TRS in writing if your address changes after you receive your refund. TRS must receive your notification prior to December 10 of the year in which you received your refund in order to ensure that the form will be sent to the correct address.

## Instructions

If you are electing ORP participation and



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