

Lump-Sum Death Benefit Application

The Lump-Sum Death Benefit (LSDB) is a DERP Plus Benefit available to members who retire from active service. If there is a LSDB balance when a retiree passes away, their LSDB beneficiary is eligible to receive that balance.

Complete this application if you are the LSDB beneficiary of a deceased retired member to receive a single LSDB payment. Your submitted application must be notarized and include an original, certified death certificate for the deceased retired member and a voided check or bank letter showing the routing and account numbers of the bank account you've designated to deposit the LSDB payment.

Step 1 - Deceased Retired Member Information

Retiree Name (First, Middle Initial, Last)

DERP ID (call our office if you don't know their DERP ID) Date of Death

Step 2 - Beneficiary Information

Beneficiary Name (First, Middle Initial, Last) or Estate

Beneficiary Social Security Number or Estate Tax Identification Beneficiary Date of Birth

Address and/or P.O. Box

Personal Email Address Personal Phone Number

Step 3 - LSDB Amount and Tax Withholding Election

The LSDB amount I am eligible to receive is \$_____. This amount is considered taxable income, subject to federal and state income tax, and reported to the IRS and state of Colorado.

I elect the following taxes to be withheld from my LSDB amount. *(You should seek tax advice before completing this section.)*

Federal Tax Withholding Election

Do not withhold federal income tax

I elect to have _____% withheld

I elect to have \$_____ withheld

Colorado State Tax Withholding Election

Do not withhold Colorado state tax

I elect to have _____% withheld

I elect to have \$_____ withheld

Step 4 - Bank Account Information

Include a voided check or bank letter showing the routing and account numbers of the bank account to deposit the LSDB payment.

NAME		DATE _____
Address _____		
PAY TO THE ORDER OF _____		\$ _____
_____ (DOLLARS)		
FOR _____		
1234567890	001234567890	0123
ROUTING Number	ACCOUNT Number	

Step 5 - Certification and Notarization

I am the LSDB beneficiary of a deceased retired member applying to receive a single LSDB payment.

Beneficiary or Executor Signature (Must be signed in the presence of a notary) Date

State of _____

County of _____

Signed before me on (date) _____

by _____
(Name of individual making statement)

Notary's Official Signature

Commission Expiration

Step 6 - Submit

Mail or drop off your completed and notarized application to the address below along with an original, certified death certificate for the deceased retired member and a voided check or bank letter showing the routing and account numbers of the bank account you've designated to deposit the LSDB payment.