



The Importance of Choosing a DERP Beneficiary

As a DERP member, you are entitled to a lifetime of benefits when you retire. But did you know that your spouse, children, or other loved ones may also be eligible for survivor benefits if you pass away while employed or after you retire? Even if you're not vested.

Since your DERP Pension Benefit provides benefits to your survivors, it's important to designate a beneficiary. If you don't name a beneficiary and pass away, DERP can't provide benefits to your survivors.

Designating Your DERP Beneficiary

As an active employee, you can designate a primary beneficiary and contingent beneficiary.

- Your **primary beneficiary** receives a survivor benefit upon your passing.
- Your **contingent beneficiary** receives a survivor benefit in the event *you and your primary beneficiary* pass away at the same time.

How to Designate Your DERP Beneficiary

Designating your DERP beneficiary is easy. **Just log in to your MyDERP.org account and click the Beneficiary button.** *Be sure you have the full name, Social Security Number, gender, birthday, and address for any of the beneficiaries you designate.*



Who Can You Pick as Your Primary Beneficiary?

- If you're married, your primary beneficiary must be your spouse.
- If you're not married, but have children under the age of 21, you must name all your children under age 21 as your primary beneficiaries.
- If you're not married, and don't have children under age 21, you may name any one individual to be your primary beneficiary.
- You may not list an estate, trust, or charity as either your primary or contingent beneficiary.

Keep Your Beneficiary Information Up to Date

Just as life changes over time, your beneficiary designations may need to as well. You should review your beneficiary designations regularly and update them as needed based on major life events such as **birth, death, marriage, and divorce**. Keeping your beneficiary information current ensures your DERP Pension Benefit is paid in accordance with your wishes in the event you pass away. **To review and/or update your beneficiaries, log in to your MyDERP.org account and click the Beneficiary button.**



BIRTH



DEATH



MARRIAGE



DIVORCE

**Important - Beneficiary designations in Workday don't carry over to DERP.
You must designate beneficiaries directly with DERP.**



DERP

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