



Withholding Preference Form

Colorado Public Employees' Retirement Association
PO Box 5800, Denver, Colorado 80217-5800
1-800-759-PERA (7372) • Fax: 303-863-3727 • www.copera.org



Your SSN

Complete this form and send to Colorado PERA at the address or fax number above if you are a PERA benefit recipient and want to set up or change your income tax withholding. Correctly completed forms received at PERA by the 15th of the month will be effective for that month. **This form can also be completed online at www.copera.org using your User ID and password.**

» If you receive more than one PERA benefit, it is important to specify in the check boxes below to which account(s) these changes apply. If you have different withholding preferences for each account, you must complete a separate form for each.

To which account(s) would you like your withholding preferences to apply? (Check all that apply)

- PERA Benefit Structure Account(s): Retirement Cobeneficiary/Survivor Other: _____
- DPS Benefit Structure Account(s): Retirement Cobeneficiary/Survivor Other: _____

Your Information

Your Name _____
Last First MI

Address _____
Street, Route, or Box Number City State ZIP Code

Daytime Telephone (_____) _____ Email Address _____

Sign up for electronic delivery of PERA information? Yes No

I understand that as a PERA benefit recipient, I am responsible for payment of income taxes, interest, and penalties if my federal or state income tax withholding is not sufficient. I also understand that PERA cannot refund any taxes withheld in error.

Sign Here → Signature _____ Date _____

Marital Status on Form W-4P: Single Married Married, but withhold at higher Single rate

Number of allowances: _____

Federal Income Tax Withholding (Check one)

If no instructions are given for your federal income tax withholding, PERA is required to withhold at the rate of a married individual claiming three allowances.

- Do not withhold federal income tax.
- Calculate my federal income tax withholding in accordance with the IRS tax tables.*
(Optional) Withhold the calculated amount plus \$ _____ .
- Withhold \$ _____ from my monthly benefit (must be a whole dollar amount).
- Withhold _____ percent (%) from my monthly benefit (must be a whole percentage).*

* Rounded to the nearest whole dollar.

Colorado State Income Tax Withholding (Check one)

If you have Colorado state income taxes deducted and move out of state, you must instruct PERA to stop deducting these taxes. All withheld Colorado state income tax is rounded to the nearest whole dollar.

- Do not withhold Colorado state income tax.
- Calculate my Colorado state income tax withholding using the Colorado tax tables:
 - Without** the pension exclusion (\$20,000 or \$24,000). See page 6.
(Optional) Withhold the calculated amount plus \$ _____ from my monthly benefit.
 - With** the pension exclusion (\$20,000 or \$24,000). See page 6.
(Optional) Withhold the calculated amount plus \$ _____ from my monthly benefit.
- Withhold \$ _____ from my monthly benefit (must be a whole dollar amount).
- Withhold _____ percent (%) from my monthly benefit (must be a whole percentage).

PERA does not withhold taxes for any other state. If your primary residence is outside the state of Colorado, you do not need to withhold Colorado state income taxes.