

BEFORE WE BEGIN



- This presentation will begin shortly and is scheduled to last approximately 45 minutes
- All virtual attendees are muted throughout the presentation
- Questions will be addressed at the end of each section as time permits



This presentation is intended to provide basic information summarizing TRS benefits and services and your responsibilities as a TRS member. TRS must comply with all applicable federal and state laws, rules, and regulations. If there is any conflict between the information contained in this presentation and the applicable law, rule, or regulation, the law, rule, or regulation takes precedence. No TRS employee has authority to bind the System to any statement or action contrary to law. Laws are subject to change. TRS must correct errors upon discovery even if payment has begun. Any information is for the specific purpose provided and does not represent tax, legal, or other professional advice. Seek personal professional advice as needed.

Teachers' Retirement System of the State of Illinois

Connecting with Retirees **1099-R and W-4P Forms**



The Facts

- **TRS benefits are federally taxable**

- Contributions were made pre-tax
- Some optional contributions were made after-tax
- W-4P form tells TRS how much to withhold
- 1099-R form reports how much was paid/withheld

- **Illinois does not tax retirement income**

- Most other states DO tax your pension
- TRS can withhold state tax for some states

1099-R

Purpose



- Used to file federal and state tax returns
- Looks like the W-2 forms you received from your employer
- Reports
 - How much you were paid (taxable/non-taxable)
 - How much tax was withheld
 - One form for each amount you received [monthly pension/lump sum(s)]
 - Original 1099-R is three copies – Fed, State, and Local taxes

Timeline



- Early December – TRS reports data and ADDRESS info to the IL Comptroller
- January 31 – Comptroller's office mails 1099R forms to each member
- After February 15 – Duplicates can be requested online or by phone

All those boxes!

<input type="checkbox"/> VOID <input type="checkbox"/> CORRECTED		1 Gross distribution \$		OMB No. 1545-0119 2025 Form 1099-R		Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.	
PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		2a Taxable amount \$		2b Taxable amount not determined <input type="checkbox"/>		Total distribution <input type="checkbox"/>	
PAYER'S TIN	RECIPIENT'S TIN	3 Capital gain (included in box 2a) \$		4 Federal income tax withheld \$		Copy 1 For State, City, or Local Tax Department	
RECIPIENT'S name		5 Employee contributions/ Designated Roth contributions or insurance premiums \$		6 Net unrealized appreciation in employer's securities \$			
Street address (including apt. no.)		7 Distribution code(s)	IRA/ SEP/ SIMPLE <input type="checkbox"/>	8 Other \$	%		
City or town, state or province, country, and ZIP or foreign postal code		9a Your percentage of total		9b Total employee contributions			

Box 1 – “Gross Distribution” – How much TRS paid you

Box 2a – “Taxable Amount” – How much of Box 1 is taxable

All those boxes!

RECIPIENT'S name Street address (including apt. no.) City or town, state or province, country, and ZIP or foreign postal code			5 Employee contributions/ Designated Roth contributions or insurance premiums \$		6 Net unrealized appreciation in employer's securities \$	
			7 Distribution code(s)		8 Other \$ %	
			9a Your percentage of total distribution %		9b Total employee contributions \$	
10 Amount allocable to IRR within 5 years \$		11 1st year of desig. Roth contrib.	12 FATCA filing requirement <input type="checkbox"/>		14 State tax withheld \$	
					15 State/Payer's state no. \$	
Account number (see instructions)		13 Date of payment	17 Local tax withheld \$		18 Name of locality \$	
					19 Local distribution \$	

Form **1099-R** www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service

Box 5 – “Employee Contributions/Designated Roth Contributions or insurance premiums” – Amount of Box 1 that is NOT taxable

Box 9b – “Total Employee Contributions” – After tax contributions made while contributing – ONLY APPEARS IN FIRST YEAR OF RETIREMENT!

1099-R Takeaways

1) Make sure your address is updated if you have moved

2) Watch your mailbox in January/February

Susana Mendoza – Comptroller of the State of Illinois

3) Keep track of your 1099-R form(s) until tax time

4) Request a duplicate online or by calling TRS if not received by February 15

W-4P

Purpose



- Tells TRS how much tax to withhold
- Used to CHANGE withholding if necessary
- Change any time during the year

Note



- There were significant changes to the W-4P in 2023. “Old” withholding status doesn’t translate to the new form

More boxes?!

Form W-4P Department of the Treasury Internal Revenue Service		Withholding Certificate for Periodic Pension or Annuity Payments Give Form W-4P to the payer of your pension or annuity payments.		OMB No. 1545-0074 2026
Step 1: Enter Personal Information	(a) First name and middle initial		Last name	(b) Social security number
	Address			
	City or town, state, and ZIP code			
(c) <input type="checkbox"/> Single or Married filing separately				
<input type="checkbox"/> Married filing jointly or Qualifying surviving spouse				
<input type="checkbox"/> Head of household (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)				

Step 1 – Fill in personal info and check the box for your withholding status (1c)

TRS will withhold tax based on your taxable gross benefit and your status from 1(c)

More boxes?! (Continued)

Step 4: Other Adjustments	(a) Other income (not from jobs or pension/annuity payments). If you want tax withheld on other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, taxable social security, and dividends . . .		4(a)	\$	
	(b) Deductions. Use the Deductions Worksheet on page 4 to determine the amount of deductions you may claim, which will reduce your withholding. (If you skip this line, your withholding will be based on the standard deduction.) Enter the result here . . .		4(b)	\$	
	(c) Extra withholding. Enter any additional tax you want withheld from each payment .		4(c)	\$	
No withholding	I request that no withholding be withheld from my payments. See <i>Choosing not to have income tax withheld</i> on page 2 <input type="checkbox"/>				
Step 5: Sign Here	<div style="display: flex; justify-content: space-between;"> <div>Your signature (This form is not valid unless you sign it.)</div> <div>Date</div> </div>				
<div style="display: flex; justify-content: space-between;"> <div>For Privacy Act and Paperwork Reduction Act Notice, see page 3.</div> <div>Cat. No. 10225T</div> <div>Form W-4P (2026) Created 12/4/25</div> </div>					

Step 4(c) – indicate any additional dollar amount that you’d like to have withheld
Step 5 – Sign and Date

W-4P Takeaways

- 1) TRS doesn't know how much you should withhold
- 2) Forms received by the 10th of the month will typically take effect with the next pension payment
- 3) TRS withholds based on YOUR gross benefit, not your household income
- 4) 'Single' withholds more tax than 'Married' – your withholding status and filing status don't have to match
- 5) We can help you complete the form – just ask!

State Taxes

Illinois does not tax retirement income

TRS can withhold state income tax

- Illinois, Indiana, Kentucky, Iowa, Wisconsin, Michigan
- NOT Missouri or other states

Call TRS or go online for a state tax withholding form

- Indicate what state
- Indicate DOLLAR AMOUNT to withhold

TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS



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State Income Tax Withholding Request

Complete a separate form for each state and return to TRS.

Select one: <input type="checkbox"/> Illinois <input type="checkbox"/> Indiana <input type="checkbox"/> Iowa <input type="checkbox"/> Kentucky <input type="checkbox"/> Michigan <input type="checkbox"/> Wisconsin				
Last name	First name	Middle initial	Maiden name	Social Security number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Street address		City	State	ZIP code
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime telephone number (<input type="text"/>) <input type="text"/>				Enter the amount to be withheld from each payment \$ <input type="text"/>
Your signature				Date <input type="text"/>

Contact Information

TRS Phone & Hours



Toll-free:
(877) 927-5877
M-F: 7:30 am to 4:30 pm



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