

Direct Deposit Authorization

MS1130 (Rev. 04/04)

Instructions, Authorization Information, and Privacy Notice are on the reverse side of this form. Please type or use ball point pen. Print clearly. To cancel Direct Deposit, please use form MS 786 (Home Address Change Request).

Step 1

Attach a **voided** check or a statement from your financial institution indicating your account number, routing number, and the type of account (checking or savings) here.

Step 2

I hereby authorize the California State Teachers' Retirement System to transmit my monthly benefits by Direct Deposit to the designated account.

Signature

Printed Name

Date

(_____) _____
Telephone Number

Social Security Number

Mailing Address

City, State, & Zip Code

This is my new address and/or telephone number. Please send all correspondence to this address.

Step 3

Mail to:
California State Teachers' Retirement System
MS #85, P.O. Box 15275
Sacramento, CA 95851-0275

INSTRUCTIONS DIRECT DEPOSIT AUTHORIZATION

INSTRUCTIONS

Attach a **voided** personal check to the front of this authorization. This will aid in verifying your account and routing numbers. If you want direct deposit to your savings account, attach a letter from your financial institution indicating the routing number and the account number.

AUTHORIZATION INFORMATION

By submitting this form you are authorizing the California State Teachers' Retirement System (CalSTRS) to transmit any benefits due by DIRECT DEPOSIT to the designated account.

If at any time the amount of benefits deposited exceeds the amount of benefits actually due and payable to you, you hereby authorize CalSTRS to either:

- (a) Withhold a sum equal to the overpayment from future benefits; or
- (b) Recover such overpayment from the above-designated account.

This authorization remains in full force and effect until CalSTRS receives written notification from you of its termination or when benefits are no longer payable.

GENERAL INFORMATION

Send the completed DIRECT DEPOSIT Authorization (MS1130) to: **California State Teachers' Retirement System (CalSTRS), MS #85, P.O. Box 15275, Sacramento, CA 95851-0275.**

Your first payment will be deposited into your account within 30 to 60 days after the authorization is received by CalSTRS. A DIRECT DEPOSIT Advice will be mailed to your home address each month. Please inform CalSTRS of any change in your home mailing address.

Your DIRECT DEPOSIT will continue to be deposited into your designated account until CalSTRS is notified in writing that you wish to change your account and/or financial institution. **DO NOT CLOSE YOUR OLD ACCOUNT UNTIL YOUR FIRST PAYMENT IS DEPOSITED INTO YOUR NEW ACCOUNT.**

IF YOUR HOME ADDRESS HAS CHANGED, PLEASE CHECK THE NEW ADDRESS BOX ON THE FRONT OF THIS FORM. If your home address is outside California and you do not submit a new form AD 0908 (Tax Withholding Preference Certificate), CalSTRS will discontinue withholding state tax from your benefit. If you are moving from another state to California and do not submit an AD 0908, CalSTRS will withhold state tax from your benefit at the rate for married persons with three exemptions.

PRIVACY NOTICE

The State Teachers' Retirement System (CalSTRS) is authorized by Section 24604 of the California Education Code to collect and use the information requested on this form for the purposes of identification and enrollment processing for payment of benefits by DIRECT DEPOSIT. The information collected on this form will be disclosed to the State Controllers' Office, an originating financial institution, and the Federal Reserve Bank for the purpose mentioned. It is mandatory to furnish all information on this form except for financial institution name, address, and branch number or name. Failure to provide the mandatory information may result in non-enrollment of your DIRECT DEPOSIT, or could cause the enrollment to be processed incorrectly. You have the right to review the file maintained on you by this agency upon proper identification. You may contact the Information Practices Coordinator through the CalSTRS Customer Service Unit at (916) 229-3870 or Toll Free 1-800-228-5453, or by writing to: CalSTRS, P.O. Box 15275, Sacramento, CA 95851-0275.