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## TIAA DIRECT PAYMENT GROUP ANNUITY **REQUEST TO START ANNUITY INCOME** (DEFINED BENEFIT PLAN) Page 1 of 2

| Please use this form to begin<br>annuity income payments.<br>Print in uppercase using<br>black or dark blue ink.   | 1. RETIREMENT PLAN INFORMATION Institution Name           |  |                           |  |  |  |
|--|---|--|---------------------------|--|--|--|
|  | Premium Payment Group (PPG) Code                          | Institutional Representative                       |                           |  |  |  |
| * If your institution's plan<br>issues annuity benefits at<br>the end of the payment<br>period, the First Payment<br>Date should be after the<br>Retirement Date. For<br>example, if the Payment | 2. PROVIDE INFORMATION ON THE RETIREE                     |  |                           |  |  |  |
|  | First Name  | M.I. Last Name                                     |                           |  |  |  |
|  | Address   |  |                           |  |  |  |
| Frequency is monthly   |   |  |                           |  |  |  |
| and the Retirement Date is 1/1/2017, the   | City  |  | State Zip Code            |  |  |  |
| first annuity payment  |   |  |                           |  |  |  |
| is 1/31/2017 (enter 2/1/2017 for the First Payment Date).  | Social Security Number/<br>Taxpayer Identification Number | Date of Birth (mm/dd/yyyy)                         | Citizenship (if not U.S.) |  |  |  |
|  | Male Female   |  |                           |  |  |  |
|  | Gross Periodic Benefit Amount \$                          | Annuity Payment Option                             |                           |  |  |  |
|  | Retirement Date (mm/dd/yyyy)       /                      | First Payment Date (mm/dd/yyyy)*         /       / | Payment Frequency         |  |  |  |
|  | 3. INFORMATION ON THE ANN                                 | uity Partner (for Joint-Life                       | ANNUITY OPTIONS ONLY)     |  |  |  |
|  | First Name  | M.I. Last Name                                     |                           |  |  |  |
|  |   |  |                           |  |  |  |
|  | Gender  | Relation to Retiree                                |                           |  |  |  |
|  | Male Female   | Spouse Other                                       |                           |  |  |  |
|  | Social Security Number/<br>Taxpayer Identification Number | Date of Birth (mm/dd/yyyy)                         | Citizenship (if not U.S.) |  |  |  |
|  |   |  |                           |  |  |  |
|  |   |  |                           |  |  |  |



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| Primary<br>First Name    | M.I. Last Name             |                         |
|--------------------------|----------------------------|-------------------------|
| Social Security Number   | Date of Birth (mm/dd/yyyy) | Relationship to Retire  |
| Contingent<br>First Name | M.I. Last Name             |                         |
|                          |                            |                         |
| Social Security Number   | Date of Birth (mm/dd/yyyy) | Relationship to Retiree |

### 6. AUTHORIZATION

Please sign your full legal name with suffix, if applicable, using black or dark blue ink.

## I hereby authorize TIAA to initiate annuity benefits based upon the data provided above, and to deduct the benefit payments from the TIAA-CREF Group Annuity Account.

Institutional Representative Signature

| Today's Date (mm/dd/yyyy) |   |   |   |   |  |  |  |  |
|---------------------------|---|---|---|---|--|--|--|--|
|                           | / | / | 2 | 0 |  |  |  |  |

### PLEASE ENCLOSE THE COMPLETED FORMS

- Form W-4P and Form W-9 (Federal Tax Forms) (Required)
- State Tax Withholding Election (If Applicable)
- Direct Deposit Agreement (If Applicable)
- Authorization to Deduct from Annuity Payments (Deduction of Insurance Premiums)
- Spouse's Waiver of Qualified Joint & Survivor Annuity (For annuitants who are single or who don't name their spouse as their annuity partner; not required for publicly sponsored plans)



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## TIAA DIRECT PAYMENT GROUP ANNUITY REQUEST TO START ANNUITY INCOME (DEFINED BENEFIT PLAN)

### **RETURN COMPLETED FORM(S) TO:**

FAX: 212-916-6733 STANDARD MAIL: TIAA Group Annuity Administration Mailstop 730-03-04

730 Third Avenue New York, NY 10017

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