



NOTIFICATION OF DEATH

PO Box 48380 Olympia, WA 98504-8380 ♦ www.drs.wa.gov ♦ FAX 360-753-3429
Toll Free: 1-800-547-6657 ♦ Olympia Area: 360-664-7000 ♦ TDD: 360-586-5450

This form is for employers to notify the Department of Retirement Systems (DRS) when a member, beneficiary, or retiree has died. Please complete as much of the form as possible and return to DRS at the address listed above.

Plan (check one):	<input type="checkbox"/> PERS	<input type="checkbox"/> SERS	<input type="checkbox"/> TRS	<input type="checkbox"/> PSERS	<input type="checkbox"/> LEOFF	<input type="checkbox"/> WSPRS	<input type="checkbox"/> JRS	<input type="checkbox"/> JRF
Status (check one):	<input type="checkbox"/> Active Employee		<input type="checkbox"/> Separated		<input type="checkbox"/> Retiree		<input type="checkbox"/> Beneficiary	
Receiving Disability:	<input type="checkbox"/> Yes		<input type="checkbox"/> No		<input type="checkbox"/> Unknown			

DECEASED MEMBER, BENEFICIARY, RETIREE INFORMATION:

Name (Last, First, Middle)	Date of Death	Social Security Number
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SPOUSE INFORMATION:

Is there a living spouse? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Spouse's Name	Mailing Address	
Phone Number	Birth Date (mm/dd/yyyy)	Date of Marriage

MINOR CHILDREN INFORMATION:

Are there minor children? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Minor Child's Name (Last, First, Middle)	Mailing Address	
Phone Number	Birth Date (mm/dd/yyyy)	
Minor Child's Name (Last, First, Middle)	Mailing Address	
Phone Number	Birth Date (mm/dd/yyyy)	

FAMILY CONTACT INFORMATION:

Is there a family contact? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Family Contact Name:	Mailing Address	
Phone Number	Relationship	

Is the death a result of an occupational disease or as a result of injuries sustained while on the job? Yes No

Completed By (Print Name)	Title	
Phone Number	Email Address	Date
Comments: _____		

Department of Retirement Systems (DRS) requires that you provide your Social Security number for this form.

- DRS will use your Social Security number as a reference number and to ensure that any funds disbursed under your account are correctly reported to the IRS.
- DRS will not disclose your Social Security number unless required by law.
- Internal Revenue Code Sections 6041(a) and 6109 allow DRS to request your Social Security number.