



ELECTRONIC DIRECT DEPOSIT (EDD)

SECTION I – Check only one	
<input type="checkbox"/> New Retiree – Date of Retirement: ____/____/____ <small style="margin-left: 100px;">month day year</small>	<input type="checkbox"/> Post-Retirement Change
SECTION II – RETIREE INFORMATION	
Name:	Social Security Number (<i>Last Four</i>):
Address:	Phone:
SECTION III – BENEFIT TYPE (Choose one)	
<i>Please specify the benefit type for which you are choosing electronic direct deposit. If you receive multiple benefit payments from NHRS, you must submit a separate form for each benefit type. (Please see second page for benefit descriptions.)</i>	
<input type="checkbox"/> Pension Benefit	<input type="checkbox"/> Survivorship Benefit
<input type="checkbox"/> Automatic Spousal Benefit	<input type="checkbox"/> Additional Contributions
SECTION IV – ACCOUNT INFORMATION	
<i>Benefit recipients may elect to have a portion of their payment deposited in up to two additional bank accounts. If you chose more than one account, please select <u>either</u> the dollar amount <u>or</u> percentage of the benefit you wish to have deposited in each additional account. The remainder of the benefit will be deposited in the primary account.</i>	
Primary Account (Check One)	<input type="checkbox"/> Checking Account - Check box <u>and</u> enter bank information below. <input type="checkbox"/> Savings Account - Check box <u>and</u> enter bank information below.
Bank Name:	Routing Number:
DEPOSIT NET AMOUNT OF PAYMENT	Account Number:
Additional Account 1 (Check One)	<input type="checkbox"/> Checking Account - Check box <u>and</u> enter bank information below. <input type="checkbox"/> Savings Account - Check box <u>and</u> enter bank information below.
Bank Name:	Routing Number:
Choose one:	<input type="checkbox"/> Amount: \$ <input type="checkbox"/> Percent: %
Account Number:	
Additional Account 2 (Check One)	<input type="checkbox"/> Checking Account - Check box <u>and</u> enter bank information below. <input type="checkbox"/> Savings Account - Check box <u>and</u> enter bank information below.
Bank Name:	Routing Number:
Choose one:	<input type="checkbox"/> Amount: \$ <input type="checkbox"/> Percent: %
Account Number:	
SECTION V – CONDITIONS AND ACKNOWLEDGMENT (Signature required)	
TERMS AND CONDITIONS FOR ELECTRONIC DIRECT DEPOSIT	
<ul style="list-style-type: none"> If a complete and accurate EDD form is received by the 15th of the month, direct deposit will be effective for benefit payments issued at the end of that month. The same deadline applies when changing an existing direct deposit to a different account or financial institution. NHRS reserves the right to reverse a direct deposit if an account has been overpaid in error. 	
I have read and agree to the Terms and Conditions identified above.	
Signature: _____	Date: _____
FOR OFFICE USE ONLY	
Date entered _____ By _____	

The New Hampshire Retirement System (NHRS) is governed by New Hampshire RSA 100-A, rules, regulations, and Federal laws including the Internal Revenue Code. NHRS also implements policies adopted by the Board of Trustees. These laws, rules, regulations, and policies are subject to change. Even though the goal of NHRS is to provide information that is current, correct, and complete, NHRS does not make any representation or warranty as to the current applicability, accuracy, or completeness of any information provided. The information herein is intended to provide general information only, and should not be construed as a legal opinion or as legal advice. Members are encouraged to address specific questions, regarding NHRS, with an NHRS representative. In the event of any conflict between the information herein and the laws, rules, and regulations which govern NHRS, the laws, rules, and regulations shall prevail.

BENEFIT DESCRIPTIONS

Pension Benefit – A regular monthly allowance paid to a member.

Survivorship Benefit – Monthly allowance paid to eligible survivor(s) of a deceased member.

Automatic Spousal Benefit – A pension equal to 50% of the retired member’s pension automatically paid to the deceased, retired Group II member’s eligible spouse.

Additional Contributions – An additional monthly allowance which is paid through after-tax contributions submitted by the contributing member and/or by the contributing member’s NHRS-covered employer.

ELECTRONIC DIRECT DEPOSIT FREQUENTLY ASKED QUESTIONS

What is electronic direct deposit?

Electronic direct deposit is the electronic transfer of your retirement benefit directly from NHRS into your bank, credit union, or other financial institution account each month. These funds are transferred without the use of a paper check. The retirement system highly recommends that retirees utilize electronic direct deposit services.

What are the advantages of direct deposit?

Direct deposit is convenient. NHRS sends your retirement benefit directly into your account, there is no need for you to make a trip to your financial institution.

Direct deposit is safe. Because your retirement benefit is sent directly into your account, there is no chance of a lost or stolen check.

Direct deposit is dependable. Because NHRS transfers your retirement benefit electronically, there is no mailing delay. Your funds are immediately available to you.

When does NHRS make direct deposits?

NHRS makes direct deposits on the last business day of the month.

How long before direct deposit starts?

If a complete and accurate EDD form is received by the 15th of the month, direct deposit will be effective for benefit payments issued at the end of that month.

What happens if I change my bank or bank account number?

A new *Electronic Direct Deposit (EDD)* form will need to be filed with NHRS. *Electronic Direct Deposit (EDD)* forms can be downloaded from the NHRS website at <https://www.nhrs.org/retirees/forms>.

What do I do if my bank merges with another bank or financial institution?

If your financial institution is merging, complete a new direct deposit form and return it to NHRS as soon as possible.

Do I receive a statement from NHRS notifying me of what my direct deposit is?

NHRS retirees can view their monthly check stubs (“advices”) through the retirement system’s online portal *My Account*.

To create an account or access an existing account, pension recipients may visit the NHRS homepage at <https://www.nhrs.org/> and click on *My Account*, or go directly to: <https://www.nhrs.org/my-account>