



Montana Teachers' Retirement System

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Termination Pay, Contribution Rate Increases, and Other Reminders

Watch our Termination Pay presentation online!

If you have employees retiring with TRS this year, you might have questions about termination pay.

Even though 2020 MASBO meetings were cancelled, you can still access our 2019 term pay webinar and handout on the *Workshops & Presentations* page of our website (<https://trs.mt.gov/TrsInfo/Workshops>).

Look for links near the bottom of the page.

Employer Workshops

TRS Training for New Clerks presented at the MASBO Summer Conference (June 2019):

- Video – [View on our YouTube channel](#)
- Slides – [Printer-friendly handout \(pdf\)](#)

Termination Pay webinar conducted at a MASBO regional meeting (April 2019):

- Recorded webinar – [View on our YouTube channel](#)
- Slides – [Color handout \(pdf\)](#)

Certain transactions need to be set up ahead of time in the TRS system to prevent errors on your wage and contribution report. This is why you should send Form 113 *Termination Pay* (including the Term Pay Calculator screen printout*) to TRS by mail, email or fax at least a week before you submit your report. If you are unable to do this, or if you have other questions about termination pay forms, call Cathy Leonard at (406) 444-3132.

**Important! If sending to TRS by email or fax, black out the member's SSN on the Term Pay Calculator printout.*

New procedure for new hires

In late April, TRS announced a new, streamlined procedure that eliminates some of the TRS forms you may have provided to new employees in the past. It's important that you follow the new procedure, which is explained in [this employer memo](#).

Employer contribution rates increase July 1

Be sure your accounting/payroll system has been updated with the new employer contribution rates:

School districts, education cooperatives, counties, community colleges	
Active TRS members	9.17% of earned compensation
TRS working retirees	11.55% of earned compensation
Montana University System and state agencies	
Active TRS members and TRS working retirees	11.55% of earned compensation

- **Member (employee) contribution rates are unchanged at 8.15%.**
- You can always find TRS contribution rates on the [Rate & Salary Charts](#) page of our website.

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Submit your June wage and contribution report by Wednesday, July 15

June 2020 reports must be submitted by July 15 so that TRS can close out fiscal year 2020. Late reports hinder the closeout process and affect employers' Net Pension Liability.

- *Important:* If you have no wages to report for June, you must create and submit a **\$0 Contribution** report on or before July 15. Simple instructions are provided within the TRS Wage and Contribution Reporting System (click the red "Online Manual" link while logged in).

Contact Us

For general questions about monthly reporting:

Joyce Love, Accountant – (406) 444-3323

Christian Ward, Accounting Technician – (406) 444-2540

Nolan Brilz, Accounting & Fiscal Manager – (406) 444-3679

For termination pay questions:

Cathy Leonard, Benefit Specialist – Ph. (406) 444-3132

Fax (406) 444-2641