



# Beneficiary Designation Form

Form Revision Date: 7/2023

Submit completed form to: SDRS, PO Box 1098, Pierre, SD 57501

Email: [sdrsweblink@state.sd.us](mailto:sdrsweblink@state.sd.us) Fax: 605-773-3949

Questions? Call 605-773-3731 or 1-888-605-SDRS (long-distance callers only)

## Personal Information

SDRS ID or Last Four Digits of SSN	Last Name	First Name	MI
Mailing Address		City	State ZIP
Primary Phone Number		Secondary Phone Number	
Primary Email		Secondary Email	

In providing your email address, you are granting SDRS permission to include your email address on the SDRS email list. You may unsubscribe from this list at any time by contacting SDRS.

## Primary Beneficiary

**Must equal  
100%**

	Last Name	First Name	Date of Birth	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	% Share
1					
2					
3					
4					

## Contingent Beneficiary

**Must equal  
100%**

	Last Name	First Name	Date of Birth	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	% Share
1					
2					
3					
4					

### IMPORTANT NOTES:

- I am completing this form because I recently got married. **Please submit a photocopy of your marriage certificate.**
- I am completing this form because of my recent or pending divorce. **Please submit a photocopy of your finalized divorce certificate/decrees, when available.**

For your protection you should submit a new beneficiary designation form whenever there is a change in your family status or designation.

**Minor children: SDRS cannot make payments directly to minor children. If you have a minor child, you are strongly encouraged to appoint a custodian and successor custodian to receive SDRS benefits on behalf of a minor child using the SDRS Transfer to Minor Form. This form can be obtained on the SDRS website, [www.sd.gov/sdrs](http://www.sd.gov/sdrs), or by contacting the SDRS office.**

## Member's Signature

I declare and affirm under the penalties of perjury that this information has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Attach a photocopy of one of the following forms of identification:  Driver License  Passport  Govt-issued Nondriver ID

Signature

Date

## Directions and Conditions

**Beneficiary Designation:** This beneficiary designation is subject to the provisions of SDCL chapters 3-12C and 3-13C and rules adopted pursuant to those chapters.

### A. General

1. You may designate any person or entity as a beneficiary, except you may not name a person or entity as a beneficiary as a means of providing security for a debt or loan.
  - (a) **Primary Beneficiary:**  
A primary beneficiary is the person or persons or entity that you wish to receive any available payment in the event of your death. If you name two or more primary beneficiaries, they will share equally unless a specific share is designated. If one of them named does not survive you, that person's share will be distributed equally among the surviving named primary beneficiaries.
  - (b) **Contingent Beneficiary:**  
A contingent beneficiary is the person or persons or entity that you wish to receive any available payment in the event that there are no surviving primary beneficiaries. If you name two or more contingent beneficiaries, they will share equally unless a specific share is designated. If a contingent beneficiary does not survive you, that person's share will be distributed equally among the surviving named contingent beneficiaries.  
*In the event you may wish to designate your children as contingent beneficiaries and to ensure that a child is not missed in the designation, consider writing either of the following statements in place of the names of the children: (A) Any and all surviving children; or (B) All children.*
  - (c) **Surviving Spouse:**  
If no beneficiary survives you, any payment will be made to your surviving spouse.
  - (d) **Estate:**  
If no beneficiary or spouse survive you, any payment will be made to your estate.
2. Your beneficiary designation is effective when properly executed and accepted by SDRS. In the event two or more SDRS beneficiary forms are prepared and on file, the form with the most recent date will be followed.
3. In order to receive payment, a beneficiary or estate must file an application for payment.
4. For your protection you should submit a new beneficiary designation form whenever there is a change in your family status (marriage, divorce, birth, death, adoption, etc.) or change in your designation.
5. **Divorce:** It is important to note that state law will not recognize an ex-spouse as a named beneficiary unless that person is named on an SDRS Beneficiary Designation Form that is prepared, signed, and dated after the date of divorce.

### B. Payment to a Minor

SDRS cannot make beneficiary payments directly to minors. If any person designated as your beneficiary is a minor, payment must be made to a conservator or to a custodian. You can save time and expense by designating a custodian as beneficiary and completing an SDRS Transfer to Minor Form. This form can be obtained on the SDRS website, [www.sd.gov/sdrs](http://www.sd.gov/sdrs), or by contacting the SDRS office.