



Mail completed form to:
30-30 47th Avenue, 10th Fl
Long Island City, NY 11101



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Increased Take-Home-Pay (ITHP) Waiver/Cancellation Tier 1 and Tier 2 Members Only

This application is for Tier 1 and Tier 2 members who wish to either waive their Increased-Take-Home-Pay (ITHP) or cancel their prior election of such a waiver. ITHP is a portion of your employee contributions paid by the City of New York (or Participating Employers). Please be sure to read the information below which will help you make an informed decision about ITHP. **NOTE: If the address you provide on this form is different from your address in our system, the new address will become your official address in our records.** Should you have any questions regarding this application, please contact our Call Center at 347-643-3000.

Member Number	Last 4 Digits of SSN	Home Phone Number	Work Phone Number
		()	()
First Name	M.I.	Last Name	
Address			Apt. Number
City	State	Zip Code	
Title	Department		

WHAT IS ITHP?

You are required to contribute a percentage of your earnings in order to collect a future retirement benefit. Likewise, your employer (either the City of New York or another participating employer) makes employer contributions and they also contribute toward a portion of your employee contributions into your NYCERS' pension account. The employee portion is called ITHP - Increased-Take-Home-Pay. Typically, this portion is equal to 2% of your earnings (2 ½% for Uniformed members). It is called ITHP because you choose whether to increase your take-home-pay or increase the amount going into your pension account.

ANY ELECTION THAT IS MADE MUST REMAIN IN EFFECT FOR ONE YEAR FROM THE TIME OF FILING.

Read the following explanations and then choose one of the following elections: WAIVE the reduction for ITHP or CANCEL the ITHP waiver.

Sign this form and have it notarized, Page 2

WALK-IN CENTER 340 Jay Street
Brooklyn, NY 11201
(347) 643-3000

Skip a Trip to NYCERS!
Activate your secure MyNYCERS account at
www.nycers.org

MAIL ONLY -- NO DROP-OFF 30-30 47th Avenue, 10th Floor
Long Island City, NY 11101



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Empty rectangular box for stamp or marking.

Member Number Last 4 Digits of SSN
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HOW DO I INCREASE PENSION CONTRIBUTIONS? - WAIVE the reduction for ITHP

Basic employee contribution rates for Tier 1 and Tier 2 members are determined at the time they joined NYCERS, and are based on their age and the plan they are in. By WAIVING the reduction for ITHP contributions, you are choosing to pay the full "basic" employee contribution rate.

These voluntary contributions will provide you with an additional Annuity at retirement and may not be withdrawn, except upon separation from service prior to retirement.

[] I elect to WAIVE the reduction for ITHP (Check box & sign below)

HOW DO I INCREASE MY TAKE-HOME-PAY? - CANCEL the ITHP waiver

By choosing to CANCEL the ITHP waiver, you will increase your take-home-pay, thereby reducing the amount of contributions going into your pension account. If you CANCEL the ITHP waiver, then ITHP is once again in effect.

[] I elect to CANCEL the ITHP waiver (Check box & sign below)

I have read all the information above regarding changes I can elect to make pertaining to ITHP and I understand how either election will impact my pension account and/or my paycheck. I further understand that the change I have elected above must remain in effect for at least one year.

Signature of Member Date
[] []

This form must be acknowledged before a Notary Public or Commissioner of Deeds

State of _____ County of _____ On this ____ day of _____ 20____, personally appeared
before me the above named, _____, to me known, and known to
me to be the individual described in and who executed the foregoing instrument, and he or she acknowledged to me that he or she
executed the same, and that the statements contained therein are true.

Signature of Notary Public or Commissioner of Deeds _____
Official Title _____
Expiration Date of Commission _____

If you have an official seal, affix it
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Sign this form and have it notarized, THIS PAGE