

## PERA Disclosure of Compensation Form

**Why must I complete the PERA Disclosure of Compensation form if I am paid under my SSN?**

If you are a PERA Retiree and performing services as an Independent Contractor for the University of Colorado, the university is required by Colorado state law to pay employer contributions, AED and SAED contributions on salary or payments made to you for the services you have provided.

The university **REQUIRES** you to complete a PERA Disclosure of Compensation form. This form is necessary to report to PERA any compensation you have been paid for services rendered.

**How often do I need to complete this form?**

The PERA Disclosure of Compensation form should be completed and submitted to Employee Services every time you receive compensation. Employee Services will report your earnings and submit the appropriate amount of contributions to PERA.

**What happens if I do not complete this form?**

As stated on the PERA Disclosure of Compensation form, *"If you fail to report compensation to PERA and the PERA employer, you will be required to pay the employer contribution amount plus interest, as well as the working retiree contribution at PERA's actuarial investment assumption rate."*

**How do I complete the Disclosure of Compensation form?**

1. Provide your full SSN in the spaces provided. Your SSN is required so PERA can allocate your compensation and contributions to your PERA account.
2. Complete the entire section titled, "To be Completed by Retiree," sign and date.
3. On page 2 of the form, you must put the exact Dates Worked, Type of Service Provided, and Compensation Received for that specific time period.

### Example

Date(s) Worked	Type of Service Provided	Compensation Received by Retiree
09/01/2016-09/30/2016	Consulting	\$100.00
10/01/2016-10/31/2016	Teaching	\$1,500.00

**The compensation you report should not include any reimbursements for travel, materials, and other expenses.**

4. After completing the form, please forward to Employee Services for completion of the Employer section and for processing.