

QILDRO Mailing Checklist

Please read this important information:

Your mailing to TRS **will be returned unprocessed** unless **all** of the following are enclosed:

- Certified** copy of **QILDRO** or **Calculation Order** submitted¹
- \$50 check** payable to Teachers' Retirement System for each **QILDRO** submitted
- \$50 check** payable to Teachers' Retirement System for each **Calculation Order** submitted
- Completed **Consent to Issuance of QILDRO** form²
- Completed **Notice of Confidential Information Within Court Filing** SSN form³

Do not enclose Judgement of Dissolution. It will be discarded.

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- 1 Plain or file-stamped copies are not accepted.
 - 2 Consent form not required if TRS membership started on or after July 1, 1999.
 - 3 SSN form not required if full SSNs are listed on page 1 of the QILDRO or Calculation Order submitted.

