



## Election to Participate in the Variable Trust Fund

Wis. Stat. § 40.04 (7) (a) and Wis. Adm. Code ETF 10.30

Wisconsin Department  
of Employee Trust Funds  
PO Box 7931  
Madison WI 53707-7931  
1-877-533-5020 (toll free)  
Fax 608-267-4549  
etf.wi.gov

Employer Name			
ETF ID or Social Security number			
Last Name	First	Middle Initial	Birth Date (MM/DD/YYYY)
Address	Street	City	State ZIP code

**Important:** If you want to participate in the Wisconsin Retirement System Variable Trust Fund, please carefully read the information on this page and the terms of the election explained on the next page. **If you submit this form to ETF, you acknowledge that you understand the terms of the Variable election as explained on this form and the following page.**

Any active WRS participant may elect to have 50% of future WRS employee and employer-required contributions, and additional contributions, deposited in the Variable Fund. The Variable Fund is invested exclusively in common stocks. The WRS credits the Variable portion of participating active and inactive accounts with a rate of interest based on investment gains or losses posted to the Variable Fund. Likewise, annuitants participating in the Variable Fund receive adjustments credited to the Variable portion of their annuities based on Variable Fund investment returns. **While participation in the Variable Fund offers the possibility of gain, you must also be prepared to accept a loss.** Unlike a Core annuity, which is guaranteed never to be less than the initial Core monthly amount, **a Variable annuity may decrease to less than the initial finalized monthly amount.**

### Election to Participate in the Variable Trust Fund

I elect to have 50% of all my future WRS employee and employer-required contributions, and additional contributions, deposited in the Variable Trust Fund. I understand that the effective date of my election to participate in the Variable Fund is determined by ETF based on the date this election form is received at ETF.

If ETF receives this form within 30 days after the date my WRS participation begins, I understand that my participation in the Variable Fund is effective on the first day of my WRS coverage. If ETF receives this form 31 days or more after the date my WRS participation begins, I understand that my participation in the Variable Fund is effective January 1 of the year following ETF's receipt of the election form.

**I acknowledge that unfavorable stock market performances may result in losses to my Variable Fund account just as much as positive stock market performances may result in gains to my Variable Fund account and that this experience will impact my WRS retirement benefits.**

I have read and understand and agree to all of the terms of this election as stated above and on the following page of this election form. I understand that Wis. Stat. § 943.395 provides criminal penalties for knowingly making false or fraudulent claims on this form and hereby certify that to the best of my knowledge and belief, the information is true and correct.

Signature	Date (MM/DD/YYYY)	Daytime telephone, including area code
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Make a copy for your records and submit the original of this election form to:

Department of Employee Trust Funds  
PO Box 7931  
Madison, WI 53707-7931

Or fax a copy to 608-267-4549. ETF will mail you an acknowledgement letter.



## Terms of the Election to Participate in the Variable Trust Fund

Participation in the Variable Trust Fund is based on your risk tolerance and financial situation. If you elect to participate in the Variable Fund, 50% of all your future Wisconsin Retirement System employee and employer-required contributions and additional contributions will be invested in the Variable Fund. The other 50% will be invested in the Core Fund. Existing contribution balances may not be transferred to the Variable Fund.

### Effective Date of Variable Participation

If ETF receives this form within 30 days after the date your WRS participation begins, your participation in the Variable Fund is effective on the first day of your WRS coverage.

If ETF receives this form 31 days or more after the date your WRS participation begins, your participation in the Variable Fund is effective January 1 of the year following ETF's receipt of the election form.

*Note:* State offices are closed on the last day of the year. If your election is received on the first business day in January, ETF will consider it received during the previous calendar year.

ETF cannot accept elections to participate in the Variable Fund that are received more than 90 days before the date on which you become covered under the WRS. Elections received earlier than 90 days before your WRS coverage begin date will be rejected, and you will need to submit a new election if you wish to participate in the Variable Fund.

### How to Cancel Variable Participation

The only way to cancel an election to participate in the Variable Fund is to submit a Canceling Variable Participation (ET-2313) form to ETF. The Variable cancellation becomes effective on the first of the year after the year in which it is received by ETF.

*Note:* State offices are closed on the last day of the year. If your cancellation is received on the first business day in January, ETF will consider it received during the previous calendar year.

### How Cancellation of Variable Participation in the Past Affects Future Participation Rights

- Active participants who canceled their Variable Fund participation with an effective date of January 1, 1999 or earlier can again elect to participate in the Variable Fund by submitting this form to ETF.
- Active participants who canceled their Variable Fund participation with an effective date of January 1, 2000 or later, **cannot** re-enroll in the Variable Fund.
  - The *only* way you may re-enroll in the Variable Fund is by closing your WRS account, then later returning to work for a WRS-participating employer.
  - By becoming a new participating employee, you would have a new Variable election option.

### For More Information

You can find videos, webinars, and publications in the Member Education section of the ETF website. Also see the following brochures:

- Variable Trust Fund (ET-4930)
- Calculating Your Retirement Benefits (ET-4107)

If you have questions about the Variable Trust Fund, call ETF at 1-877-533-5020.

