



## Frequently Asked Questions

### Defined Benefit Questions

#### How do I register for an account?

Go to the website [www.mersofmich.com](http://www.mersofmich.com) and select Register in the upper right hand corner under the participants section.

#### What will my monthly benefit be if I was to retire at “xyz” date?

Log onto your online account by selecting my DB calculator and entering the month and year they wish to retire.

#### Who are my current beneficiaries?

You can review the beneficiaries by logging into the online account and selecting my Defined Benefit.

#### How do I change my beneficiaries?

Log onto [www.mersofmich.com](http://www.mersofmich.com), select Employee then Forms, Next choose Defined Beneficiary change request form (#21)

#### When do I have to notify MERS of my decision to retire?

45-90 days prior to your last day of employment

#### How do I apply for retirement?

By completing the retirement application. You can print the application from the website at [www.mersofmich.com](http://www.mersofmich.com) or contact our service center at 1-800-767-6377.

#### What is the process to retire?

You can review the retirement process by logging onto <http://www.mersofmich.com/Employee/Life-Events/Ready-to-Retire>

## **HealthCare Savings/Defined Contribution Questions**

### **How do I register for an account?**

Go to the website [www.mersofmich.com](http://www.mersofmich.com) and select Register in the upper right hand corner under the participants section.

### **How is my portfolio performing?**

You can review your account through the online portal. Their personal rate of return and historical performance of the funds will be displayed.

### **How should I investment my money?**

Although MERS is unauthorized to provide financial advice, one should consider their risk tolerance and time horizon. We have calculators and models available online to assist them with deciding which funds are most appropriate funds to invest. In addition, the Retirement Strategies funds (Target Date) are appropriate for individuals wanting the most simplified way to invest. It's the default fund for the Defined Contribution plan.

### **How can I make an investment change?**

Once the participant has logged onto the account, select "Change my investments" from menu selection.

### **What is the process to retire?**

You can review the retirement process by logging onto <http://www.mersofmich.com/Employee/Life-Events/Ready-to-Retire>