

**OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST**

# CONTACT INFORMATION FORM

# MINNESOTA PERA

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| --- |
| **Employer Information (please print or type)** |
| Name of Employer |
| Employer Unit ID Number(s) |
| Address City Zip Code |
| Authorized Signer #1 for Withdrawals or Transfers Title |
| Authorized Signer #2 for Withdrawals or Transfers Title |
| Contact in Case of Payment Problems Phone |
| E-mail Address Fax |

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| --- | --- |
| Bank Information *Basic bank information is needed for identification purposes when several payments are wired to our account on the same day.* | |
| Bank Name | |
| Bank Routing and Transit Number *(requires 9 digits)* | Account Number |

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| --- | --- |
| Trade Confirmation Email List *List up to three people who should receive confirmations via e-mail each time a trade occurs.* | |
| Name | E-mail Address |
| Name | E-mail Address |
| Name | E-mail Address |

**Return this copy to:** [PERA.Accounting@mnpera.org](mailto:PERA.Accounting@mnpera.org) and [acctg.sbi@state.mn.us](mailto:acctg.sbi@state.mn.us).

PW-00030-03 (04/13)

##### Contact Form Instructions

#### This contact form is needed from those entities that wish to set up an OPEB Trust as authorized in Minnesota statutes 471.6175. If you have questions, please contact PERA and SBI via email at [PERA.Accounting@mnpera.org](mailto:PERA.Accounting@mnpera.org) and [acctg.sbi@state.mn.us](mailto:acctg.sbi@state.mn.us).

**Name of Employer:** The name of your county, city, township, school district, or entity.

**Employer Unit ID Number:** This is your 6-digit employer ID as assigned by PERA when you joined PERA and is found on your Salary Deduction Report.

**Address:**  Address used to receive paper reports.

**Authorized Signers:** Include the name and title of the persons who are authorized to sign a form when the employer wants to withdrawal or transfer assets. When a withdrawal is requested, PERA and SBI will require two notarized signatures as a precaution against fraud.

**Contact in Case of Problems:** If we have problems processing a payment, this is the name and contact information for the person we should contact in your agency.

**Bank Name:** The name of the financial institution payments will be wired from.

**Routing and Transit Number:** The 9-digit routing transit number of your financial institution.

**Bank Account Number:** Your checking or savings account to be used for payment remittances. The account number should not exceed 17 digits.

**Confirmation E-mail Contacts:** Every time a trade is processed, a confirmation will be emailed to the person(s) on this list. Up to three contacts may be entered.