



## 2025 Annual Notice of Right to Elect or Revoke Federal Tax Withholding

**IF YOU DO NOT WISH TO CHANGE YOUR CURRENT WITHHOLDING  
ELECTION, NO ACTION IS NECESSARY.**

### Requirement for Tax Withholding

SamCERA retirement and survivorship benefits are taxable, except for service-connected disability retirement benefits, or a portion of it. (See [www.samcera.org/tax-information](http://www.samcera.org/tax-information).) SamCERA is required to withhold federal income tax from the taxable portion of your benefit. And, for California residents, SamCERA is required to withhold state income tax. SamCERA does not withhold income tax for any other state.

### Requirement to File a Tax Withholding Certification Form with SamCERA

Members, beneficiaries, or others receiving taxable benefit payments must submit a completed “Withholding Certification for Pension or Annuity Payments” form (sometimes referred to as the “Form W-4P”) to SamCERA.

- If you do not have a Withholding Certification form on file, SamCERA is required to withhold taxes from your periodic benefit payments as if you’re single with no adjustments.
- You may elect not to have tax withheld from your benefit by indicating that on the Withholding Certification form.
- You may revoke or change your tax withholding at any time. Changes received prior to the 15th of the month are effective in that same month.
- Your withholding election will remain in effect until it is revoked and changed.

**Changing Your Withholding Elections:** You may submit changes to your withholding elections by submitting new tax withholding forms to SamCERA. Withholding Certification forms are available online at [www.samcera.org/member-forms](http://www.samcera.org/member-forms), and you may also request them by calling 650-599-1234.

SamCERA cannot refund any tax it withholds. If you have too much tax withheld, you will receive a refund when you file your tax return with the IRS and/or Franchise Tax Board (CA taxpayers only). If you have too little tax withheld, you will owe taxes and may owe a penalty. Estimated tax requirements and penalties are explained in IRS Publication 505, and worksheets to determine the number of allowances you may claim are in forms W-4P and DE-4P. **If you need assistance determining which withholding election is best for you, consult with a professional tax advisor. SamCERA does not provide tax advice.**

### Government Resources:

- IRS Form W-4P (instructions & worksheets): [www.irs.gov/FormW4P](http://www.irs.gov/FormW4P)
  - IRS Publication 505: [www.irs.gov/forms-pubs/about-publication-505](http://www.irs.gov/forms-pubs/about-publication-505)
- California Employment Development Department (EDD) Form DE-4P (instructions & worksheets): [www.edd.ca.gov/pdf\\_pub\\_ctr/de4p.pdf](http://www.edd.ca.gov/pdf_pub_ctr/de4p.pdf)