



## MONTGOMERY COUNTY EMPLOYEE RETIREMENT PLANS

### Retiree Forms – Important Changes

This letter is to notify you of an important change to how you can submit changes that affect your monthly pension benefit. We are introducing a more automated and convenient process that will enhance efficiency and security.

The transition to the automated site will take effect on **January 26, 2026**. Once you submit your online form, you will receive a PDF confirmation of your submission for your records.

If you would still like a paper form to email, fax, or mail to the Retirement Department, please call 240-777-8230 or email us at [retirement@montgomerycountymd.gov](mailto:retirement@montgomerycountymd.gov).

**Note:** All submissions must be received by the 15th of each month to be effective for the following month.

#### **Retiree Forms:**

- Change of Address or Name Form:  
<https://montgomerycountymd.seamlessdocs.com/forms/builder/CO25071000624960603>
- MD State Tax Form (MW507P):  
[https://montgomerycountymd.seamlessdocs.com/f/md\\_retiree\\_taxform](https://montgomerycountymd.seamlessdocs.com/f/md_retiree_taxform)
- Federal Tax Form (W4P):  
[https://montgomerycountymd.seamlessdocs.com/f/w4p\\_federal\\_tax](https://montgomerycountymd.seamlessdocs.com/f/w4p_federal_tax)
- Direct Deposit Authorization Form:  
<https://montgomerycountymd.seamlessdocs.com/ng/fa/mln6qpghk6xx>
- Retirement Beneficiary Form:  
[https://montgomerycountymd.seamlessdocs.com/f/ret\\_bene\\_form](https://montgomerycountymd.seamlessdocs.com/f/ret_bene_form)