

Annuitant Earnings After Retirement Instructions for TRA-4620

READ carefully to determine whether your school needs to complete this report.

Schools with the following situations must complete this report:

- Situation 1 – School pays a TRA annuitant as an independent contractor or consultant.
- Situation 2 – School pays a TRA annuitant wages through accounts payable.
- Situation 3 – School pays a TRA annuitant and the wages are not reported via payroll.
- Situation 4 – School pays a third-party supplier for teaching service.
If you are a teacher working under a third-party suppose such as *Teachers On Call* or *Kelly Services* you must list them on this report if they meet the following criteria: 1) not currently reported through payroll, 2) under their Social Security normal retirement age, and 3) being paid more than \$23,000 in a fiscal year.

If your school reports all the TRA annuitant wages via payroll, the school does not need to submit this report.

TRA annuitants under normal retirement age (NRA) are subject to an annual earnings limitation when employed in a TRA-covered employing unit. A TRA annuitant is a person who has retired and is currently receiving a TRA monthly retirement annuity.

The annual salary review is on a fiscal year basis: July 1, 2021 to June 30, 2022. The earnings limitation for those under NRA is \$46,000.00. Refer to the chart on page 2 for the Social Security Administration's definition of NRA. If a TRA annuitant reached NRA during 2022, the earnings limitation amount should be prorated as follows: $\$46,000.00 \times \text{number of months retired during the period} \div 12$.

Form TRA-4620 is due in our office by October 15, 2022. After October 15, a fine of \$5.00 per calendar day must be paid until the form is received.

- 1) List only TRA annuitants; annuitants older than NRA by July 1, 2021 do not have to be listed.
- 2) Report only gross salary earned after retirement during the 2022 review period, regardless of when the salary is actually paid. Examples:
 - If a TRA annuitant worked June 15, 2021, and was paid for this service on July 3, 2021, this would **not** be reported as 2022 earnings.
 - If an annuitant worked on June 27, 2022, and was paid July 15, 2022, these earnings would be reported on Form TRA-4620.
- 3) If a member retired during the period July 1, 2021 to June 30, 2022, report only earnings after retirement. Example:
 - If a TRA annuitant retired effective January 15, 2022, and then worked the month of March 2022, report only the March 2022 earnings.
- 4) No severance payments, lump sum vacation or lump sum sick leave payments should be reported. These types of payments are not TRA-covered salary.
- 5) List any salary that was earned by a TRA annuitant for TRA-covered service, including income from services performed as a consultant or an independent contractor.

6. If teaching was performed but no salary was paid, you still must report the TRA number, name, and Social Security number. Show "NONE" in the salary earned column. Income will be determined based on the rate paid to a teacher, administrator, consultant or independent contractor in an employer unit with approximately the same number of pupils and at the same level.
7. You may make copies of the form if you have more than 10 annuitants to list, or you may attach a spreadsheet as long as all of this information appears. The form is available in the Employers/Forms and Publications Section at www.minnesotatra.org. You can enter the information directly onto the form and print it out.
8. Sign and date the form, including your title and telephone number.
9. Position Code — Please use these letters to indicate the position of the retiree:
 - T Teacher or Substitute Teacher
 - A Administrator
 - C Consultant or Independent Contractor (must qualify under IRS rules)
 - S Interim Superintendent
 - P Employee of a third-party supplier
- 10) Salary Prior to Month Reaching Normal Retirement Age (NRA), **only for annuitants who attain NRA in fiscal year 2022**. This column should be blank for all others.

Year of birth	NRA
1937 and prior	65
1938	65 and 2 months
1939	65 and 4 months
1940	65 and 6 months
1941	65 and 8 months
1942	65 and 10 months
1943 - 1954	66
1955	66 and 2 months
1956	66 and 4 months
1957	66 and 6 months
1958	66 and 8 months
1959	66 and 10 months
1960 and later	67 years

Future Reporting

You are required to submit this form if you are not reporting annuitants through payroll reporting. You must also report eligible teaching salary for all annuitants working as an independent contractor or consultant by October 15 of each year.

If you have questions about this form or the instructions, contact TRA at 651-296-2409 or toll free at 1-800-657-3669.

As an authorized representative of this employing unit, I verify that this is a complete listing of all TRA annuitants hired as teachers, substitute teachers, administrators, independent contractors, consultants and interim superintendents for the period July 1, 2021 to June 30, 2022 and it is an accurate listing of the compensation earned by each individual listed.

Signature		Reporting Unit	
Title			
Date	Telephone		

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