

myVRS FOR RETIREES

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Privacy Guarantee

We will never sell your information to anyone.

Your information is shared only with those authorized to administer benefits and services for VRS members, retirees and beneficiaries.

July 2014

WELCOME TO YOUR ONLINE RETIREE SERVICE

As a retiree of the Virginia Retirement System (VRS), you have access to your retiree information through *myVRS*, a secure online service available through the VRS Web site at www.varetire.org.

When you set up your *myVRS* online account, you can:

- View your benefit payment information and cost-of-living adjustments.
- View and update your tax withholding information.
- Review your health insurance coverage, premiums, and health insurance credit, if eligible.
- View your life insurance coverage.
- Update your personal contact information.



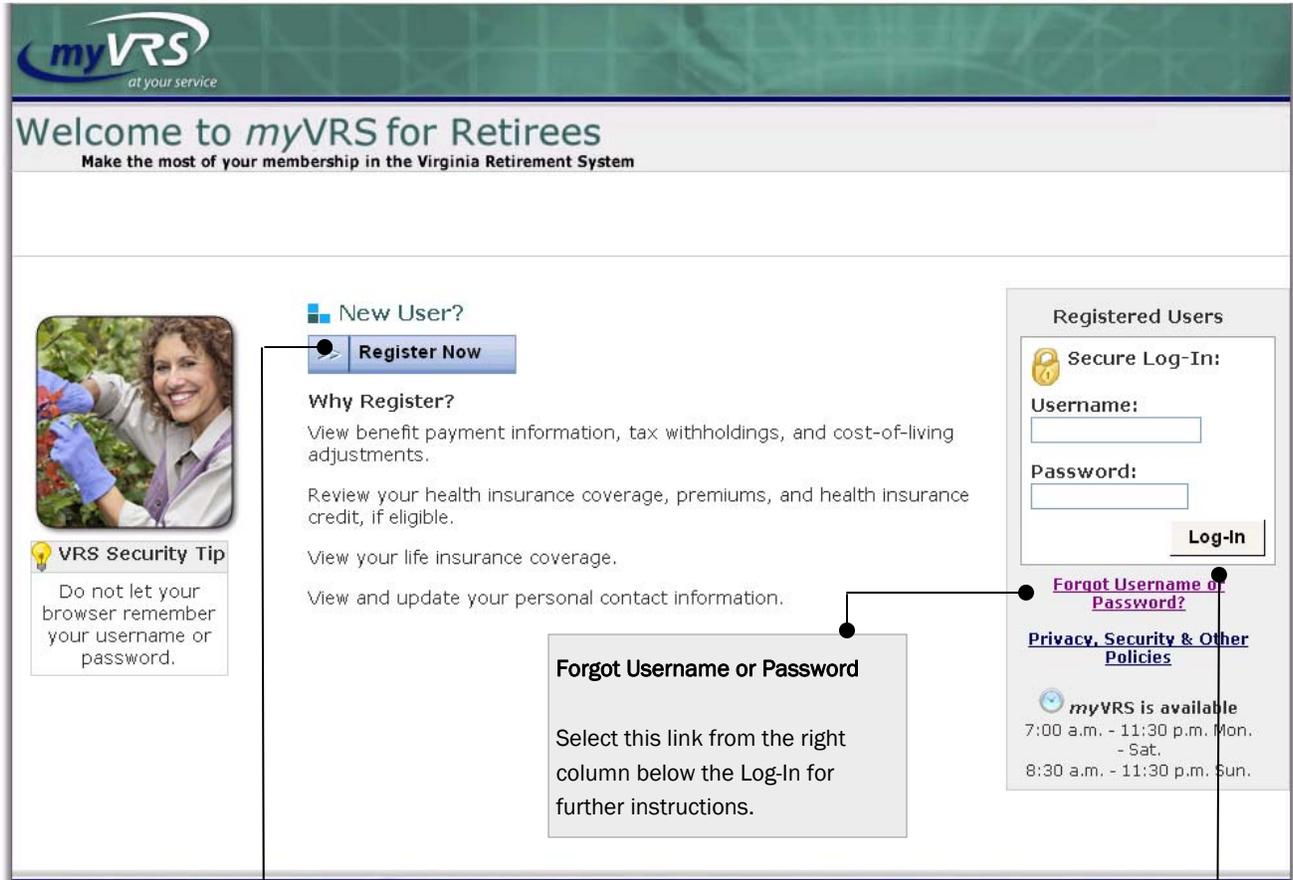
Use *myVRS* to access information about your monthly benefit.

WHO CAN USE *myVRS*?

The *myVRS* online system is available to Plan 1 retirees who actively receive a benefit payment. Retirees who also receive a survivor payment may not access information about the payments received as a beneficiary.

The *myVRS* online system is available to Plan 2 and Hybrid Plan retirees; however, the view is limited to the benefit summary at the time of retirement.

WELCOME PAGE



VRS Security Tip
Do not let your browser remember your username or password.

New User?
[Register Now](#)

Why Register?
View benefit payment information, tax withholdings, and cost-of-living adjustments.
Review your health insurance coverage, premiums, and health insurance credit, if eligible.
View your life insurance coverage.
View and update your personal contact information.

Forgot Username or Password
Select this link from the right column below the Log-In for further instructions.

Registered Users
Secure Log-In:
Username:
Password:
[Log-In](#)
[Forgot Username or Password?](#)
[Privacy, Security & Other Policies](#)
myVRS is available
7:00 a.m. - 11:30 p.m. Mon. - Sat.
8:30 a.m. - 11:30 p.m. Sun.

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[myVRS Help](#) | [Contact Us](#) | [VRS Home](#)



Create a myVRS Online Account
From the Welcome page, select **Register Now**. This will take you to the myVRS "User Agreement." If you select "Agree" after reading this information, you will begin the online account-creation process. Just follow the instructions from there.

Bottom Links
These links appear on every page of myVRS. Select **myVRS Help** for the Users Guide, FAQs and other information. Select **Contact Us** if you need assistance using myVRS. Select **VRS Home** to return to the homepage of the VRS Web site.

Log In
Once you create an online account, you are a registered user and can log-in at any time. Enter the username and password you set up when you created your account in the fields provided in the right column. Then select the **Log-In** button.

BENEFIT PAYMENT SUMMARY

myVRS
at your service

JOHN SMITH
Last Login: December 12, 2008 10:27 AM

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[Account Home](#) [Update Personal Profile](#)

Benefit Payment Summary

Net Monthly Benefit Payment **\$244.30**

Select a Benefit Payment Date: [View](#)

Payment Destination VIRGINIA NATIONAL BANK

Monthly Benefit Payment \$601.05

Payment Details

Your Payment Details	Month-to-Date	Year-to-Date
Monthly Benefit Payment	\$601.05	\$601.05
Health Insurance Deduction	\$308.00	\$308.00
Federal Tax Deduction	\$25.00	\$25.00
State Tax Deduction	\$22.00	\$22.00
FICA	\$1.75	\$1.75
Net Monthly Benefit Payment	\$244.30	\$244.30

Account Functions

- [Change Withholdings Online](#)
- [Print Income Verification](#)

View Benefit Payment Information

You may view information about your last six monthly benefit payments by selecting the appropriate date from the drop down.

Payment Details

After selecting the date of the benefit payment information you wish to view, select the Payment Details link. Details about your benefit payment, such as the health insurance credit, tax withholdings and any other deductions or credits.

Print an Income Verification Letter

You may view and print an income verification document reflecting your most recent benefit payment.

INCOME TAX INFORMATION

myVRS
at your service

JOHN SMITH
Last Login: December 15, 2008 09:10 AM

[Account Home](#) [Update Personal Profile](#)

Income Tax Information

Current Withholdings Status

Changed by: On-line Update Last Changed Date: 11/12/2008
Effective for payment date: 01/01/2009

Future Withholdings Date

Changes you make will be effective for payment dated:
02/01/2009

Federal Withholdings		
	Your Current Withholdings	Explore Other Options
Withholding Tax	No	- select -
Marital Status	Married	- select -
Personal Exemptions	N/A	- select -
Additional Amount	N/A	<input type="text"/>

Virginia Withholdings		
	Your Current Withholdings	Explore Other Options
Withholding Tax	Yes	- select -
Age/Blindness	1	- select -
Personal Exemptions	1	- select -
Additional Amount	\$0.00	<input type="text"/>

View Your Current Status

View when you last changed your withholdings and when the change will be effective. The method you last changed your withholdings, either on-line or by submitting a Request for Income Tax Withholding (VRS-15), will also be displayed.

Explore Other Withholding Options

You may use the drop down menus to change your Federal and Virginia withholdings. You may also enter an additional withholding amount.

Determine Your Future Withholdings Date

This is the first payment date that can be affected by changes you might make when changing your tax withholdings.

HEALTH INSURANCE

myVRS
at your service

JOHN SMITH
Last Login: May 15, 2008 08:20 AM

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Health Insurance
This page displays the health insurance plan(s) in which you and your dependent(s) are currently enrolled.

Plan	Coverage Date	Premium Deducted
ADVANTAGE 65 + DENTAL/VISION	10/01/2007	\$616.00

Premiums and Credits

Health Insurance Credit Paid	\$120.00
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Note(s):
You become eligible for Medicare coverage at age 65. Contact Social Security at least 60 days prior to becoming eligible for Medicare to secure Medicare Part B and Part D; if applicable.

Resources

- [More Plan Information](#)
- [Request for Health Insurance Credit \(VRS-45\)](#)
- [Learn about the Health Insurance Credit](#)

View Plan Coverage Information

If VRS deducts the premiums for your health insurance, that plan information is listed here. If you have more than one plan, all plan names and premiums will be displayed.

Review Additional Coverage and Credits

If you report an additional health insurance plan to VRS, that premium amount is displayed. If you are eligible to receive the health insurance credit, that credit is displayed. In addition, the maximum health insurance amount for which you are eligible is shown if you do not receive the maximum. Review these amounts periodically to ensure you are receiving the maximum health insurance credit for which you are eligible.

Ensure information is up-to-date

Complete the Request for Health Insurance credit (VRS-45) to report coverage or premium changes for any insurance that is not payroll deducted.

RETIREMENT SELECTIONS

myVRS
at your service

JOHN SMITH
Last Login: March 11, 2009 11:15 AM

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Retirement Selections

Selections Overview

Retired Under	Plan 1
Retirement Type	Regular Disability
Retirement Date	May 1, 2002
Service	9 years 2 mos
Age at Retirement	56 years 2 mos
Payout Option	Basic Benefit

Benefit Payment Summary
Payment Destination
Income Tax Information
Cost-of-Living Adjustments
Health Insurance
Life Insurance
Retirement Selections

Review Your Retirement Selections

You may review your retirement selections, such as your payout option. Depending on the option you selected, details include survivor information and lump-sum payment information.

Get Help

Select Explain this Page to open a new window and get detailed help information. This help feature is available on every page and explains specific terms and conditions about the page you are viewing.



1200 East Main Street
P.O. Box 2500
Richmond, VA 23218-2500
1-888-827-3847

Call VRS toll free at 1-888-VARETIR (827-3847) from 8:30 a.m. to 5:00 p.m., Monday through Friday, or e-mail VRS at myvrs@varetire.org. You will receive a reply within two business days.

IMPORTANT E-MAIL NOTICE: Do not send personal or confidential information, such as your Social Security number, through e-mail even when you are logged into your *myVRS* online account. VRS will send only non-confidential replies.

PROTECTING YOUR IDENTITY

SSL encryption and certificates from Verisign, Inc. are used to protect your *myVRS* online account. Before you can access your VRS information, your identity is verified through the account creation process.

Tips to protect your identity:

- Do not close your browser to log-out of *myVRS*. Always select "Log-Out" from the top right area of the page.
- Never send personal or confidential information through e-mail, even when you are logged into your online account. VRS will send only non-confidential replies.
- Avoid using the same password for *myVRS* that you use to access other secure systems, such as your online bank.
- Change your password regularly.
- Store printed copies of your online account securely.
- Never use publicly shared computers to access secure systems.

NEED HELP USING *myVRS*?

myVRS Help ...

Select "*myVRS* Help," located at the bottom of each page of your online account, for links to:

- A downloadable version of the *myVRS* Users Guide.
- Frequently Asked Questions (FAQs) and definitions for common terms.
- Privacy, security and other policies.
- Site requirements.

When you are logged in ...

Look in the upper right corner of any page in your online account for links to:

Explain this Page. Open a separate window with information specific to the page you are viewing — without losing your place or being logged out.

Print this Page. Print any page in your online account.

Log-Out. Log out when you are finished to prevent others from accessing your information.