



# Retirement Income

Form <b>13614-C</b> (October 2024)	Department of the Treasury - Internal Revenue Service <b>Intake/Interview and Quality Review Sheet</b>	OMB Number 1545-1964
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**Note:** Do not complete this form if you (or your spouse) are not a U.S. citizen or green card holder.

**You will need:**

- Tax Information such as Forms W-2, 1099, 1098, 1095.
- Social Security cards or ITIN letters for all persons on your tax return
- Picture ID (such as valid driver's license) for you and your spouse
- Complete pages 1-4 of this form.
- You are responsible for the information on your return. Provide complete and accurate information.
- If you have questions, ask the IRS-certified volunteer preparer.

**Volunteers are trained to provide high quality service and uphold the highest ethical standards. To report unethical behavior to the IRS, email us at [vi.voltax@irs.gov](mailto:vi.voltax@irs.gov)**

Your first name (pronouns, optional)	M.I.	Last name	Your date of birth	Your job	
Spouse's first name (pronouns, optional)	M.I.	Last name	Spouse's date of birth	Spouse's job	
Mailing address		Apt #	City	State	ZIP code
Telephone number		Email address		Did you live or work in two or more states in 2024 <input type="checkbox"/> Yes <input type="checkbox"/> No	

Page 2

Answer the following questions on this page and the next page about you and your spouse's tax situation		
Received money from any of the following in 2024:	Income to be included (To be completed by certified volunteer)	Notes/Comments
<input type="checkbox"/> (B) Wages as a part-time or full-time employee How many jobs _____	<input type="checkbox"/> (B) W-2s      Number of forms _____	
<input type="checkbox"/> (B/A) Tips	<input type="checkbox"/> (B/A) Tips (basic when reported on W2)	
<input type="checkbox"/> (B/A) Retirement account, pension or annuity proceeds	<input type="checkbox"/> (B/A) 1099-R (basic when taxable amount is reported)	
<input type="checkbox"/> (B) Disability benefits	Number of forms _____	
<input type="checkbox"/> (B) Social Security or Railroad Retirement Benefits	<input type="checkbox"/> (B) SSA-1099, RRB-1099	
<input type="checkbox"/> (B) Unemployment benefits	<input type="checkbox"/> (B) 1099-G      Number of forms _____	
<input type="checkbox"/> (B) Refund of state or local income tax	<input type="checkbox"/> Did you receive a refund of state or local taxes <input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Did you itemize last year <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> (B) Interest or dividends (bank account, bonds, etc.)	<input type="checkbox"/> (B) 1099-INT/DIV      Number of forms _____	
<input type="checkbox"/> (A) Sale of stocks, bonds or real estate	<input type="checkbox"/> (A) 1099-B      Number of forms _____ (include	



# About Retirement Income

- Additional resources listed in L&LT “References” tab
- Review all tips and cautions in the lesson
- Read all examples and sample interviews
- We will review answers to each exercise



## Objectives – Retirement Income

- Identify how retirement income is reported to the taxpayer using Form 1099-R series
- Calculate the taxable portion of different types of retirement income
- Determine how to report retirement income on the tax return
- Determine when an adjustment to withholding should be made
- Time Required: 15 minutes

# Topics



- Retirement Income Documents
- When to Adjust Withholding



- Retirement Plan Distributions
- Taxable IRA Distributions
- Reporting IRA Distributions
- Taxable Pensions and Annuities
- Other Retirement Income Issues



# Key Terms

Definitions are always available in the L&LT online Glossary.

- Annuity
- After-tax Contributions
- Before-tax Contributions
- Excludable Income
- Form W4-P
- Form W4-V
- Individual Retirement Arrangement (IRA)
- Lump-sum Distribution
- Railroad Retirement Benefits (RRBs)
- Required Minimum Distribution (RMD)
- Retirement Income
- Rollover
- Simplified Method

# Retirement Income Documents

- What forms are used to report retirement income?
  - The Form 1099-R series – CSA, CSF, RRB 1099-Rs
- The forms indicate amount received, taxable portion, and taxpayer's cost (investment) in the retirement plan.
- [Pub 4012](#),  
Form 1099-R

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		<input type="checkbox"/> CORRECTED (if checked) 1 Gross distribution \$ _____ 2a Taxable amount \$ _____		OMB No. 1545-0119 <b>2024</b> Form <b>1099-R</b>	<b>Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.</b>
PAYER'S TIN	RECIPIENT'S TIN	2b Taxable amount not determined <input type="checkbox"/>	Total distribution <input type="checkbox"/>	<b>Copy B</b> <b>Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.</b>  This information is being furnished to the IRS.	
RECIPIENT'S name		3 Capital gain (Included in box 2a) \$ _____	4 Federal income tax withheld \$ _____		
Street address (including apt. no.)		5 Employee contributions/Designated Roth contributions or insurance premiums \$ _____	6 Net unrealized appreciation in employer's securities \$ _____		
City or town, state or province, country, and ZIP or foreign postal code		7 Distribution code(s) IRAP/SEP/SIMPLE <input type="checkbox"/>	8 Other \$ _____ %		
10 Amount allocable to IRR within 5 years \$ _____	11 1st year of desig. Roth contrib.	12 FATCA filing requirement <input type="checkbox"/>	9a Your percentage of total distribution %	9b Total employee contributions \$ _____	
Account number (see instructions)		13 Date of payment	14 State tax withheld \$ _____	15 State/Payer's state no.	16 State distribution \$ _____
			17 Local tax withheld \$ _____	18 Name of locality	19 Local distribution \$ _____

Form **1099-R** [www.irs.gov/Form1099R](http://www.irs.gov/Form1099R) Department of the Treasury - Internal Revenue Service

# Retirement Plan Distributions



- Retirement plans are funded by either “before-tax” or “after-tax” contributions.
- This funding status determines if the distribution from the retirement plan is taxable
  - If the taxpayer *did not* contribute to the retirement plan, *all* the distributions are fully taxable
  - If the taxpayer made *all* contributions to a plan with *before-tax* dollars, the entire distribution is *fully* taxable.
  - If the taxpayer made *all* contributions to a plan with *after-tax* dollars, then the distributions will be *partially* taxable. The portion that represents earnings is taxable since it has not been previously taxed. Review [Pub 4012](#), Form 1099-R

Employee Contributions	Contributions		Taxability of Distributions	
	Before-Tax	After-Tax	Fully	Partially
No	n/a	n/a	Yes	—
Yes	Yes	—	Yes	—
Yes	—	Yes	—	Yes



# Taxable IRA Distributions

- What is the difference between distributions from a Roth IRA and a traditional IRA?
  - Roth IRA distributions are generally tax-free, because the contributions were after-tax
  - Traditional IRA distributions may be fully or partially taxable, because the contributions may have been deductible or non-deductible
- Additional taxes may apply to nonqualified distributions from a ROTH IRA. Taxpayers who made nonqualified Roth IRA distributions should be referred to a professional tax preparer.
- Distributions from SIMPLE and SEP IRAs are in scope for VITA/TCE, because they are taxable and are generally reported on the return just like taxable traditional IRA distributions.
  - Note: Distributions from SIMPLE IRAs in the first two years (code S) can only be rolled over tax-free into other SIMPLE IRAs. Taxable SIMPLE IRA rollovers are out of scope for VITA/TCE.

# Reporting IRA Distributions



- Distribution codes on [Form 1099-R](#): Form 1099-R has explanations; also on the back of Form 1099-R.
- Distributions rolled directly into another qualified plan are not taxable (code G). Generally, eligible rollover distributions paid to the taxpayer are not taxable if they are rolled over to another qualified plan or retirement account within 60 days.
- Roth account rollover is code H

<input type="checkbox"/> CORRECTED (if checked)		OMB No. 1545-0119		Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.	
1 Gross distribution		2024		<b>Copy B</b> Report this income on your federal tax return. If this form shows federal income tax withheld in box 4, attach this copy to your return.  This information is being furnished to the IRS.	
2a Taxable amount		Form 1099-R			
2b Taxable amount not determined <input type="checkbox"/>		Total distribution <input type="checkbox"/>			
3 Capital gain (Included in box 2a)		4 Federal income tax withheld			
5 Employee contributions/ Designated Roth contributions or insurance premiums		6 Net unrealized appreciation in employer's securities			
7 Distribution code(s)		8 Other			
9a Your percentage of total distribution		9b Total employee contributions			
12 FATCA filing requirement		14 State tax withheld		15 State/Payer's state no.	
13 Date of payment		17 Local tax withheld		18 Name of locality	
		19 Local distribution			

www.irs.gov/Form1099R Department of the Treasury - Internal Revenue Service



# Taxable Pensions and Annuities

- When are pension or annuity payments fully taxable?
  - Taxpayers did not pay any part of the cost of their employee pensions or annuities
  - Employers did not withhold part of the cost from the taxpayers' pay while they worked
  - Employers withheld part of the cost from the taxpayers' "before-tax" pay while they worked

### IRA/Pension Distributions

Add or Edit a 1099-R	BEGIN
RRB-1099-R	BEGIN
Social Security Benefits/RRB-1099	BEGIN
Nontaxable Distributions <b>1</b>	BEGIN

1. Select Nontaxable Distributions to record Qualified Charitable Distributions (QCDs) and eligible retired public safety officer distributions for health insurance premiums. Qualified Health Savings Accounts funding distributions are out of scope.



# Taxable Pensions and Annuities

- Two methods used to figure taxable portion of pension or annuity payment:
  - The General Rule – out of scope
  - The Simplified Method
    - [Form 1040 Instructions Simplified Method Worksheet](#)
- Disability income from a retirement plan is taxed differently depending on the taxpayer's age:
  - Before minimum retirement age – taxed as wages
  - After minimum retirement age – taxed as pension



# Other Retirement Income Issues

- Some distributions are subject to additional taxes, computed on [Form 5329](#). Only Part I of Form 5329 is within scope.
  - Lump sum distributions
  - Premature distributions
  - Required minimum distributions
  - Withdrawal of excess IRA contributions

<b>Form 5329</b>		<b>Additional Taxes on Qualified Plans (Including IRAs) and Other Tax-Favored Accounts</b>		OMB No. 1545-0074	
Department of the Treasury Internal Revenue Service		Attach to Form 1040, 1040-SR, 1040-NR, or 1041. Go to <a href="http://www.irs.gov/Form5329">www.irs.gov/Form5329</a> for instructions and the latest information.		<b>2024</b> Attachment Sequence No. 29	
Name of individual subject to additional tax. If married filing jointly, see instructions.				Your social security number	
<b>Fill in Your Address Only if You Are Filing This Form by Itself and Not With Your Tax Return</b>		Home address (number and street), or P.O. box if mail is not delivered to your home			Apt. no.
		City, town or post office, state, and ZIP code. If you have a foreign address, also complete the spaces below. See instructions.			If this is an amended return, check here <input type="checkbox"/>
		Foreign country name		Foreign province/state/county	
				Foreign postal code	
If you <b>only</b> owe the additional 10% tax on the full amount of the early distributions, you may be able to report this tax directly on Schedule 2 (Form 1040), line 8, without filing Form 5329. See instructions.					
<b>Part I Additional Tax on Early Distributions.</b> Complete this part if you took a taxable distribution (other than a qualified disaster distribution) before you reached age 59½ from a qualified retirement plan (including an IRA) or modified endowment contract (unless you are reporting this tax directly on Schedule 2 (Form 1040)—see above). You may also have to complete this part to indicate that you qualify for an exception to the additional tax on early distributions or for					

# When to Adjust Withholding

- Discuss with taxpayer if they owe \$1,000 or more on their tax return
- Taxpayers can request withholding using Form W-4P, Form W-4R, or Form W-4V
- If no withholding, taxpayer may need to make quarterly estimated tax payments. Refer the taxpayer to Publication 505, Tax Withholding and Estimated Tax.

<b>Form W-4P</b> Department of the Treasury Internal Revenue Service	<b>Withholding Certificate</b> <b>for Periodic Pension or Annuity Payments</b> Give Form W-4P to the payer of your pension or annuity payments.	OMB No. 1545-0074 <div style="font-size: 2em; font-weight: bold;">2024</div>
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<b>Step 1:</b> <b>Enter Personal Information</b>	<table style="width: 100%;"> <tr> <td style="width: 15%;">(a) First name and middle initial</td> <td colspan="3"></td> </tr> <tr> <td>Address</td> <td colspan="3"></td> </tr> <tr> <td>City or town, state, and ZIP code</td> <td colspan="3"></td> </tr> <tr> <td>(c) <input type="checkbox"/> Single or Married filing separately <input type="checkbox"/> Married filing jointly or Qualifying s <input type="checkbox"/> Head of household (Check only if you</td> <td colspan="3"></td> </tr> </table>	(a) First name and middle initial				Address				City or town, state, and ZIP code				(c) <input type="checkbox"/> Single or Married filing separately <input type="checkbox"/> Married filing jointly or Qualifying s <input type="checkbox"/> Head of household (Check only if you			
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<b>Complete Steps 2-4 ONLY if they apply to you; o</b> <b>when to use the estimator at <a href="http://www.irs.gov/W4App">www.irs.gov/W4App</a>, &amp;</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; vertical-align: top;"> <b>Form W-4V</b>            (Rev. February 2018)            Department of the Treasury            Internal Revenue Service         </td> <td style="width: 65%; text-align: center;"> <b>Voluntary Withholding Request</b>  <b>(For unemployment compensation and certain Federal Government and other payments.)</b>  <b>► Give this form to your payer. Do not send it to the IRS.</b> </td> <td style="width: 20%; text-align: right;">           OMB No. 1545-0074         </td> </tr> <tr> <td>1 Your first name and middle initial</td> <td>Last name</td> <td>2 Your social security number</td> </tr> <tr> <td>3 Home address (number and street or rural route)</td> <td>City or town</td> <td>State ZIP code</td> </tr> <tr> <td colspan="3">4 Claim or identification number (if any) you use with your payer</td> </tr> <tr> <td colspan="3">5 <input type="checkbox"/> I want federal income tax withheld from my unemployment compensation at a rate of 10% of each payment.</td> </tr> <tr> <td colspan="3">6 I want federal income tax withheld from (a) my social security benefits, (b) my social security equivalent Tier 1 railroad retirement benefits, (c) my Commodity Credit Corporation loans, (d) certain crop disaster payments under the Agricultural Act of 1949 or under Title II of the Disaster Assistance Act of 1988, or (e) dividends and other distributions from Alaska Native Corporations to its shareholders, at the rate of (check one):  <div style="display: flex; justify-content: space-around;"> <span>7% <input type="checkbox"/></span> <span>10% <input type="checkbox"/></span> <span>12% <input type="checkbox"/></span> <span>22% <input type="checkbox"/></span> </div> </td> </tr> <tr> <td colspan="3">7 <input type="checkbox"/> I want you to stop withholding federal income tax from my payment(s).</td> </tr> <tr> <td colspan="2">Your signature ►</td> <td>Date ►</td> </tr> </table>	<b>Form W-4V</b> (Rev. February 2018) Department of the Treasury Internal Revenue Service	<b>Voluntary Withholding Request</b> <b>(For unemployment compensation and certain Federal Government and other payments.)</b> <b>► Give this form to your payer. Do not send it to the IRS.</b>	OMB No. 1545-0074	1 Your first name and middle initial	Last name	2 Your social security number	3 Home address (number and street or rural route)	City or town	State ZIP code	4 Claim or identification number (if any) you use with your payer			5 <input type="checkbox"/> I want federal income tax withheld from my unemployment compensation at a rate of 10% of each payment.			6 I want federal income tax withheld from (a) my social security benefits, (b) my social security equivalent Tier 1 railroad retirement benefits, (c) my Commodity Credit Corporation loans, (d) certain crop disaster payments under the Agricultural Act of 1949 or under Title II of the Disaster Assistance Act of 1988, or (e) dividends and other distributions from Alaska Native Corporations to its shareholders, at the rate of (check one): <div style="display: flex; justify-content: space-around;"> <span>7% <input type="checkbox"/></span> <span>10% <input type="checkbox"/></span> <span>12% <input type="checkbox"/></span> <span>22% <input type="checkbox"/></span> </div>			7 <input type="checkbox"/> I want you to stop withholding federal income tax from my payment(s).			Your signature ►		Date ►
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Your signature ►		Date ►																							

  

<b>Step 2:</b> <b>Income From a Job and/or Multiple Pensions/Annuities (Including a Spouse's</b>	Complete this step if you (1) have jointly and your spouse receives i <b>complete Step 2.</b> Do <b>only one</b> of the following. (a) Use the estimator at <a href="http://www.irs.gov/W4App">www.irs.gov/W4App</a> if you and your spouse have self-employment income. (b) Complete the items below. (i) If you (and/or your spouse) have other income from all jobs, plus any in
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For Privacy Act and Paperwork Reduction Act Notice, see page 2. Cat. No. 22891V Form W-4V (Rev. 2-2018)



# Summary

- This lesson covered:
  - Identifying, calculating and reporting the taxable portion of retirement income
  - Types of retirement income and forms used to report it
  - Requirements for taking minimum distributions
  - When adjustments to withholding may be needed
- Check your understanding of this lesson by going to Certification Warm Up on your student landing page

## Out of Scope for this Lesson:

- Form 8606 required
- Nondeductible contributions made to a traditional IRA
- Taxpayers subject to additional tax due to excess IRA contributions
- Roth IRA distributions that are taxable or partially taxable, and those with Form 1099-R, code J or T
- Distributions with code 5, 8, 9, A, E, K, N, P, R, and U
- IRA rollovers that do not meet the tax-free requirements
- Part of a distribution is a return of after-tax contributions (may require Form 8606)
- General Rule used to figure the taxable portion of pensions and/or annuities for past years
- Form 1099-R, distribution code A (lump-sum distribution qualifying for special tax treatments)
- Contributions to SIMPLE and SEP IRAs