

Application to Join



Please use **BLOCK CAPITAL** letters

AVC Extra is an **Additional Voluntary Contribution** arrangement to allow you to contribute more than 15% of your gross earnings or 20% of your pensionable pay, whichever is higher, tax free.

You should use this form if:

- you are already a member of BRASS; and
- are paying the maximum contribution allowed into BRASS; and
- you want to save more for your retirement.

Personal details of the applicant – to be filled in by your HR or payroll office.

Full name:

National Insurance number:

Title: (please specify)

Mr

Mrs

Miss

Other

Home address and postcode:

Postcode:

Gender:

Male

Female

Date of birth:

/

/

Regular contributions

Amount you want to contribute each pay period:

£

Date contributions to start:

/

/

Pay frequency:

Weekly

Fortnightly

4 Weekly

Monthly

Other

Please say

One-off payment

If you would also like to invest a one-off payment at the time you join AVC Extra, please choose one of the following two options: (Please tick appropriate box).

I wish to invest a one-off payment of £ into AVC Extra and I authorise my payroll office to deduct this from my pay.

I wish to invest a one-off payment of £ into AVC Extra and I will send payment direct to RPMI.

Any cheque must be made payable to Railway Pension Trustee Company Limited. If you would like to make payment by BACS, please contact the Helpline for more information. RPMI will acknowledge receipt of your payment and you will need to claim your tax relief directly from the HMRC.

Note: By law, the one-off payment above must not be funded by any tax-free lump sum that you have received from a pension scheme. This is referred to as recycling and has tax implications.

On page 2 of this form, please fill in the appropriate boxes under 'Your investment choices' to let us know how you want your contributions and/or lump sum invested.

Your investment choices - to be filled out by you

Your contributions are used to buy units in a range of investment funds. You can choose one or more of the funds available or you can choose the Lifestyle Strategy where your investments are managed for you.

We recommend that you get independent financial advice before making investment decisions.

There is further information available about the investment funds in the investment fund fact sheets which you can get from the Helpline on 0800 2 343434.

The Trustee has to direct the contributions to a fund choice so that your account can be managed.

If you do not make a fund choice when you join, your contributions will be directed to the default fund, which is currently the Global Equity Lifestyle Strategy, until you instruct us otherwise.

While this will allow your account to be managed, this does not mean that the default fund is the ideal solution to match your current personal circumstances or your future plans. If you do not feel able to make a decision about your fund choices, the Trustee would strongly suggest that you seek independent financial advice to help you make a decision.

Global Equity Lifestyle Strategy

%

Or

(you may only select one Lifestyle Strategy for your existing holdings and future contributions)

Long Term Growth Lifestyle Strategy

%

And

(as well as a Lifestyle Strategy you can choose from the funds below):

Aggregate Bond Fund

%

Deposit Fund

%

Global Equity Fund

%

Index-Linked and Global Bond Fund

%

Long Term Growth Fund

%

Total:

100.00 %

Target Retirement Age (TRA)

The TRA is used with the Lifestyle Strategy to gradually switch investments to less risky funds as you approach retirement. We will assume your TRA will be your Pension Age.

If you intend to retire at an age which is different to the Pension Age of your Section, you can set a personal TRA to be used for the Lifestyle Strategy. This will ensure that the switching takes place over the correct period prior to your chosen TRA. We will not inform your employer of your TRA. This information is confidential.

Please set my Target Retirement Age for my Lifestyle Strategy to

Note: Your TRA will default to your Pension Age if you do not indicate an age.

Data Protection Act 1998

The Data Protection Act 1998 requires that your consent is obtained before information can be processed about you.

The Trustee Company and RPMI use your personal details to work out and pay your benefits. If they do not hold and process these details they are unable to do this. In providing these services, they may need to give your information to other organisations, including for confirmation purposes your employer or any previous employer.

By applying to join AVC Extra you give your consent to the use of your information for these purposes.

If you pay a fee, you can ask the Data Protection Officer at RPMI for a copy of your personal information that is held.

Your signature

Declaration by you:

I confirm that any payment I make will not be funded by any tax-free lump sum received from a pension scheme.

Your signature:

Date:

 / /

Now please pass this form to your HR or payroll office.

For HR or payroll office use only

I confirm that this employee is eligible to join AVC Extra and the details on this form are correct. Arrangements have been made to start contributions and/or deduct the specified one-off payment if required.

Your signature:

Member's pensionable salary: £

Name of company or company stamp:

Date:

 / /

Please send this form to:
Railways Pension Scheme ~ AVC Extra Section, RPMI, PO Box 377, Darlington, DL3 6XY.