

Change of Contribution Form for the Centrica Savings Plan



This form should only be completed if you are currently electing Smart Pay for pensions reductions greater than the minimum 1% towards the Centrica Savings Plan and **either**

a) You wish to change your existing Smart Pay for pensions reduction percentage within the range permitted by your Section of the Plan,

or

b) You wish to elect a regular monthly Additional Voluntary Contribution (AVC) or to change your current AVC percentage.

If your current Smart Pay for pensions reductions are at the minimum 1% level and you wish to apply to increase your Smart Pay for pensions reductions you should contact Centrica People Services and ask for the appropriate Late Applicant Application Form.

You must complete Parts 1, 2 and 4 and return the form to Centrica People Services at the address highlighted at the bottom of the form.

Part 1 Fill in your details:

Full name

Centrica Savings Plan Number

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Date of birth

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Employee Payroll Number

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National Insurance Number

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Part 2 My Smart Pay for pensions reduction

Please indicate in the box below the new percentage Smart Pay for pensions reduction you would like (excluding any AVCs). This must be within the range of percentages permitted for your current Section of the Plan. (Please enter a whole number)

	%
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If your Smart Pay for pensions reductions are at the maximum percentage that will benefit from matching payments from Centrica, you can also elect a regular monthly AVC if you wish. To elect a Smart Pay reduction for an AVC, or to change your current AVC percentage, please indicate below the percentage reduction you would like. For example if you wish to elect a Smart Pay reduction of an extra 3% please enter 3% in the box below. The chosen % will be shown as a Smart Pay AVC on your payslip. Note that AVCs do not attract additional matching payments from Centrica. (Please enter a whole number)

	%
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Please note that the Smart Pay for pensions reductions stated above will replace your existing level of Smart Pay for pensions reductions from the first day of the month following processing by Centrica People Services of this form.

Part 3 Investments

Your new levels of payments into the Plan will be invested in the same funds you are currently invested in. If you wish to change your investment options, please contact Standard Life on 0845 271 9503. Alternatively you can update these details online using your personal 'log in' under the website www.centricasavingsplan.com. See the Plan booklet for more information on your investment choices.

Part 4 Sign and send back the form

Declaration

By completing this form, I confirm that:

1. I understand that by completing and submitting this form I wish to change my Smart Pay for pensions reductions with effect from the first day of the month following processing by Centrica People Services of this form.
2. I understand that by completing this form the Smart Pay for pensions reductions stated in Part 2 replace my existing Smart Pay for pensions reductions and will not be applied as additional reductions to my pay.
3. I authorise the Smart Pay for pensions reductions to my pay and understand that additional employer payments will be paid at the applicable rates due under the Rules of the Centrica Savings Plan, as amended from time to time.

Signed

Date

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PLEASE SEND YOUR COMPLETED FORM TO **CENTRICA PEOPLE SERVICES, PO BOX 198, HUDDERSFIELD, HD8 1EJ.**

Please retain a copy for your records.

If you have not already done so, please complete and return the Centrica Savings Plan Expression of Wish form that you received with your contract of employment to Standard Life, Corporate Pensions Team, 2nd Floor, Standard Life House, 30 Lothian Road, Edinburgh, EH1 2DH. Remember to keep this up to date. If you need to make changes please contact Standard Life on 0845 271 9503 or make these directly using your personal 'log on' to the website www.centricasavingsplan.com.