

# Premier Foods DC Group Personal Pension

To join the scheme, please complete this form, sign it overleaf and return it to your HR Department. Please use Black ink and CAPITAL LETTERS. If you require any further information before completing this form, please contact Legal and General on 0845 070 8686 (enter PIN 47 when prompted).

## 1 About you

Surname \_\_\_\_\_ Date of birth \_\_\_\_\_

First names \_\_\_\_\_ Site \_\_\_\_\_

National Insurance Number \_\_\_\_\_

Home address including postcode: \_\_\_\_\_

## 2 Contributions

My Contribution % Pensionable Pay	Employer Contribution % Pensionable Pay	Please Tick <b>ONE</b>
4%	5%	<input type="checkbox"/>
6%	7.5%	<input type="checkbox"/>
.....%*	7.5% (Max)	<input type="checkbox"/>

**\*If you wish to pay more than 6% please enter the percentage here**

Contributions are paid through Pension Contribution Salary Exchange. Your pay will be reduced by the pension contribution you have decided to pay to the scheme. The Company will pay an amount to the scheme equal to the reduction in your pay. As your pay is reduced, you will pay lower National Insurance contributions than you would have otherwise.

Your notional pay before the 'exchange' will continue to be used for pay-related benefits like pension and pay reviews, and for income-related references such as mortgages or rentals.

If you **do not wish** to take advantage of Pension Contribution Salary Exchange, please tick this box. Your contributions will then be deducted directly from your pay and you will not make the saving in National Insurance.

### 3 Acceptance

- I authorise my employer to arrange for me to join the Premier Foods DC Group Personal Pension and to pass any information about me, which might reasonably be required to set up an arrangement for me under the Scheme to Legal & General (Portfolio Management Services) Limited.
- I understand my contributions will be paid through Pension Contribution Salary Exchange unless:
  - I have ticked the box overleaf to indicate I do not wish to participate; or
  - I am notified by the Company that I am not eligible to participate in the arrangement.

If I do not participate in Pension Contribution Salary Exchange, I authorise my employer to deduct from my pay any contributions payable by me under the scheme and to forward them to Legal & General (Portfolio Management Services) Limited.

- I confirm I have received the Announcement Letter and leaflet detailing the basis of the Scheme.
- I understand that the first contribution will be invested in Lifestyle Path ONE. Once the first contribution has been received, I understand that I can switch investment funds on line or by contacting the Legal & General helpline.
- I understand my retirement age under the Scheme will be 65, however I am aware that I can change this to any age between 55 and 75 at any time after I've joined the Scheme by contacting Legal & General.
- I understand that if I am joining the scheme more than 6 months after I joined the Company, the life assurance cover may be subject to evidence of good health.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

#### Please return this form to your HR Department

**HR to complete:**

Payroll/Employee number: \_\_\_\_\_

Joiner authorised: Y / N

Over 6 months since joining Company? Y / N

If over 6 months, the Late Entrant Process should be followed. **Regardless of the Late Entrant Process, this form should still be sent to Payroll to process for pension contributions to commence immediately.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Payroll to complete:**

Date of joining scheme: \_\_\_\_\_

Data input on L&G system: Y / N

Signed: \_\_\_\_\_ Date: \_\_\_\_\_