


Application for Payment of Preserved Benefits



When filling in this form, it is important that you read and understand all the instructions before putting pen to paper. To complete this form you will need your:

- Pension reference number
- Bank details
- National Insurance number

You will see this symbol  throughout this form. This highlights key areas that you need to consider.

We recommend, if you have not already done so, that you request an estimate before completing this form.

Please complete all relevant sections. When you have completed this form, send it to RPMI. Please use **BLOCK CAPITALS** when completing this form.

Section A - Personal details

Title: (please specify)

Mr Mrs Miss Other

Date of birth:

/ /

First names:

Address:

Surname:

Pension reference number:

Home telephone number:

National Insurance number:

Mobile telephone number:

Email address:

Postcode:

Section B - Your options

Your options (please tick one box)

- I would like to start receiving my pension from / / (please enter the date you want your pension to start).

If you have ticked this box, please complete all sections of the form.

- I would like to postpone taking my benefits (up to the maximum age of 75).

If you have ticked this box, please go to Section H.

Please note: You can only postpone taking your benefits if you are within three months of your Normal Retirement Age (either three months before or three months after).

Pension reference number:

Section C - Your benefit options

How are you going to take your benefits?

You can choose whichever option(s) you want.

When selecting your options, please refer to your most recent estimate of benefits. You can find more information about these options in the 'A guide for members' booklet at railwayspensions.co.uk.

We will let you know if any of the options you have chosen are not available to you when we process your application.

- 1. Cash lump sum** - You can take more cash lump sum and less pension; or more pension and less cash lump sum; or a specified amount of lump sum. It is up to you.
Please note: By law, you cannot invest any of your tax-free lump sum into a pension arrangement. This is referred to as recycling and has tax implications.

Cash lump sum options (tick one lump sum option only)

I would like to take the maximum lump sum.

I would like to take a specific lump sum of £

Please enter the amount of lump sum you wish to receive (this can be a value up to the maximum lump sum shown on your estimate).

I would like to take the minimum lump sum.

- 2. 'Level pension'** - An option which aims to level out your income before your State Pension age, and after.

Level pension - (please tick one box)

I would like to take the level pension option. (This will be paid in addition to your chosen cash lump sum option).

Note: The level pension option is not available to you if you are within one year of State Pension age, or over State Pension age.

No, I do not want to take the level pension option.

- 3. Extra dependant's pension** - You can give up some of your benefits to provide an extra pension for a dependant.

Extra dependant's pension - (please tick Yes or No) If you choose this option, your own pension will be reduced in order to provide your dependant with this extra pension.

Note: The Scheme automatically provides some benefits for your dependants who qualify under the rules, without any additional cost to you. Please refer to the 'A guide for members' booklet for further information about dependants.

Yes, I would like to take the extra dependant's pension option.

No, I do not want to take the extra dependant's pension option.

If you have ticked 'yes', please fill in the following details:

My extra dependant is male.

My extra dependant is female.

First names:

Surname:

My extra dependant's date of birth:

Their relationship to me:

/ /

You must send us the original birth certificate of your extra dependant.

Pension reference number:

Section D - Payment details

Your benefits will not be paid until you provide details of your bank or building society. We are unable to make payments to Post Office accounts. If payment of pension is to be made abroad, please request the appropriate CITI mandate form from Helpline on 0800 2 343434 or on +44 1325 342800 if you are calling from abroad.

A) Please make my pension payments to my bank/building society account.

Bank/building society sort code:

Bank/building society account number:

My building society roll no: (if applicable).

Account holder name: (must be your own or joint account).

B) If different to your pension payment details, please pay my lump sum (if applicable) to:

Bank/building society sort code:

Bank/building society account number:

My building society roll no: (if applicable).

Account holder name: (must be your own or joint account).

Section E - Independent financial advice

The Railways Pension Trustee Company Limited recognises that some people want independent financial advice when claiming their benefits.

To find a local independent financial adviser you can visit www.unbiased.co.uk

Your pensions administrator, RPMI, currently works in partnership with Origen Financial Services. Origen is a nationwide firm of financial advisers who research the whole of the regulated investment market when recommending suitable solutions for members of the railways pension schemes. Origen is independent

of both RPMI and the Trustees of the railways pension schemes. Please be aware, initial consultations will be provided free of charge but Origen may charge a fee or commission for further services. If they do this, they will tell you before you enter into any contractual arrangements with them.

Origen Financial Services

Infor House, 1 Lakeside Road, Farnborough Aerospace Centre, Farnborough, GU14 6XP.

Telephone number: **0800 0326508**

Website: www.origenfs.co.uk

Section F - Lifetime Allowance

Please tick this box if you are receiving/have received pension benefits from any other scheme (excluding any State Pensions) and complete the rest of the information in this section.

If you do not tick this box, we will assume you are not receiving/have not received of any other pension benefits **and the rest of this section does not apply to you.**

There is a Lifetime Allowance on the total amount of pension savings from all sources that can benefit from tax relief. This limit is set by the Government and may change from time to time as specified by HM Revenue and Customs. Please provide the information requested below to ensure that your benefits are calculated correctly.

Please confirm the percentage of your Lifetime Allowance used from all pension benefits currently being paid/which have been paid to you, including any benefits paid pre-April 2006 (excluding any State Pensions). This information can be obtained from your other pension providers:

Name of pension provider or scheme and percentage of Lifetime Allowance used:

 %

Name of pension provider or scheme and percentage of Lifetime Allowance used:

 %

If you have more than two pensions, please provide details on a separate sheet.

Total

 %

Pension reference number:

Section G - BRASS and AVC Extra

Switching of your current BRASS units

To allow your retirement benefits to be paid to you on your retirement date, RPMI will need to complete a switch of your current holdings.

Please note that once this switch has been made, you will not be able to complete any further switches. When you sign below, this will give RPMI the authority to complete the switch process.

AVC Extra members

I would like to take my AVC Extra benefits (please tick)

Note: If you are under age 55 your AVC Extra benefits must be taken at the same time.

Signature: Date: / /

Section H - Declaration

Data protection

The Railways Pension Trustee Company Limited and RPMI Limited will use your personal details to assess, deal with and pay any benefits you may be entitled to. As part of the service we provide we may share your information with other organisations for the purposes of identifying accurate information as to your whereabouts or for the purpose of paying any benefits that you may be entitled to or if we have to do so by law. We will handle your data in compliance with all relevant data protection legislation.

For further information about how and why we will use your personal information please refer to our "data protection – how we use information about you" leaflet which is available in the resource area of www.railwayspensions.co.uk

Declaration by you

I understand the options available to me and confirm my choice below. **(Please tick one box)**

I am claiming my pension and have provided my account details. I also confirm that I do not intend to invest any of my tax-free cash lump sum into a pension arrangement.

I am approaching my Normal Retirement Age (NRA) and want to postpone taking my benefits (up to the maximum age of 75). I understand that to be eligible for the late retirement factors this form has to be received by RPMI within three months of my normal retirement date (either three months before or three months after). I also note that it is my responsibility to contact RPMI when I want to take my benefits and if I do not contact RPMI my benefits will be paid from my 75th birthday.

Signature: Date: / /

Thank you - now you must send this form to: **RPMI, PO Box 300, Darlington, DL3 6YJ.**