

ALSTOM Ltd Group Personal Pension Plan

Applying to pay, change or cancel Additional Voluntary Contributions (AVCs)

Please use this form to commence paying AVCs, to change the level of AVCs or to cancel AVCs.

Important - this form does not allow you to make, change or cancel AVCs through the Salary Sacrifice arrangement. This can only be done at Annual Renewal on 6 April or on a Qualifying Lifestyle Event.

YOUR PERSONAL DETAILS

Please use BLOCK CAPITALS

National Insurance Number:

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Surname:..... Title: Sex:.....

First Names:.....

Home address:.....

.....Postcode:.....

Employing Company:.....

Where the employment is based:..... Daytime phone number:.....

Date joined Company:

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 DOB:

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REQUEST TO CANCEL AVCs

I wish to cancel my AVCs with effect from

I want this instruction to take effect from the first payroll on or after:

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Please go straight to the Member Declaration on Page 2 of this form.

REQUEST TO START PAYING OR CHANGE AVCs

Your Application

I confirm the following

- I am a member of the ALSTOM Ltd Group Personal Pension Plan.
- I wish to pay AVCs and understand that they will not be matched by the Company.

REQUEST TO START PAYING OR CHANGE AVCs

Please indicate whether you are applying to start paying AVCs, or to change AVCs.

Start AVCs	Change AVCs	(Please tick one box)
<input type="checkbox"/>	<input type="checkbox"/>	

The amount of AVCs you want to pay

I give permission to deduct the amount of AVCs shown below from my earnings and pay them to the ALSTOM Ltd Group Personal Pension Plan.

I want this instruction to take effect from the first payroll on or after:

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Important - the Company does not match AVCs. In order to maximise the benefit of the matching Company contributions, you should first consider paying the maximum level of ordinary contributions (8%) before paying regular AVCs. You can choose the level of ordinary contributions you want to pay when you join the Alstom GPP, and then once a year each April. You cannot change your ordinary contributions any other time.

Regular AVCs

I want to pay:

	A percentage of my Pensionable Earnings	or	A fixed amount	in each pay period
Regular AVCs	%		£	

The regular AVCs which you elect to pay by completing the above will be deducted from your salary in each pay period.

One-off lump sum AVC

I want to make a one-off lump sum AVC payment. This amount is on top of any regular AVCs I may be making.

The amount I want to pay is:

£	
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I want this instruction to take effect in the first payroll on or after:

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Your AVCs will be invested in line with your instructions for your Alstom GPP contributions.**Member Declaration**

- I understand that payroll will deduct AVCs from my salary and pay them to Aviva, the administrators of the Alstom GPP. My AVCs will be invested in accordance with my instructions for my Alstom GPP contributions.
- I understand that the administrators of the Alstom GPP may hold personal information about me on computer and manual files. The administrators may use this information for the GPP's purposes, which will include calculations and paying benefits arising from my being a member of the Alstom GPP. I agree that you may reveal the information to other relevant organisations, including my employer, the plan's professional advisers, ALSTOM Ltd and their professional advisers, and the trustees and employers of other schemes if my benefits are transferred.

Your signature: Date:

Please return this completed form to:**Alstom Pensions Department, Newbold Road, Rugby, Warwickshire, CV21 2NH**

To be filled in by Payroll

PLEASE USE BLOCK CAPITALS

I confirm that the payroll records have been updated as appropriate.

Please fill in your details below, keep a copy of this form for your records and return a signed copy to AES.

Your signature:..... Date:.....

Your name:.....

Your position:.....

(Updated Aug 2012)