

To be completed by Payroll Department

Please use BLOCK CAPITALS

I confirm that i) the payroll records have been updated to show that the member has elected to opt-out* of the Alstom UK GPP and ii) Aviva will be notified of the employee's request in the next payroll run.

***IMPORTANT REMINDER – the payroll file submitted to Aviva must state “LEAVER” (not “opt-out”)**

Note to Payroll Dept. - Please keep a copy of this form for your records and return a signed copy to AES.

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

Your name:.....

Your position:..... **(PAYROLL DEPARTMENT)**
