

ETEL Pension Plan with AEGON - Employee Contribution Alteration Form - Salary Exchange

Name of Employee (please print):

Date of Birth: NI Number: Clock Number:

I confirm that I wish to **increase/reduce** (delete as applicable) the level of my Salary Exchange contribution from.....% (insert current %) to% (insert new %) of my Reference Salary and I understand that ETEL will reduce or increase my gross pensionable salary accordingly and make the adjustment to the pension contribution.

I request that this change takes effect from (insert Month/Year)

I acknowledge and agree that my terms and conditions of employment will change, to the extent necessary, to accommodate this change to my pension and pay provisions.

Important Notes

There are no limits to the amount of contributions that you can make to your pension account, but HM Revenue and Customs ('HMRC') have set limits on the amount that will receive tax relief. There are annual limits (the Annual Allowance) and on accessing monies above the Tax-Free Cash Lump sum, a Money Purchase Annual Allowance (MPAA).

If you identify that you could be impacted by any of these allowances, you may wish to seek professional advice on reviewing your options.

Date _____ Signature of Employee _____

Following completion, please return to:

Pensions (Payroll)
ETEL Limited
Avenue One
Letchworth Garden City
Hertfordshire
SG6 2HU

Email: pensions@etelimited.co.uk