

Membership Leaving Form

For NFPS members

Advice for pensionable employees leaving the New Firefighter Pension Scheme (NFPS), but not retiring.

Before completing this form please read the guidance notes below and then return the completed form to us at the address shown.

If you have left the NFPS administered by Warwickshire County Council, or are leaving pensionable employment or are opting out of the NFPS before your benefits are due to be put into payment, there are various options available to you. You will need to read the information enclosed and complete and return the form to us to let us know what you wish to do with your pension benefits.

Option A - Deferred Benefits

If you have more than three months membership in the NFPS or have transferred pensionable service in from another scheme you can choose to defer your benefits until they become payable at normal retirement age or until you decide to transfer out your accrued benefits to an alternative pension scheme. Briefly this means that benefits are calculated on present service and pay and frozen until either transferred out or put into payment.

During the period of deferment your pension benefits will be increased each year in line with the Retail Prices Index. If you choose to defer your benefits, you will be sent a statement detailing the value of your pension and the date it will come into payment. You will also receive an annual benefit statement every year that will show any increases.

It is essential that you keep us informed of all change of address details. We are unable to pay your pension without your current address details.

Option B - Transfer of pension rights

If you leave before your benefits are payable, you may transfer your pension rights into another scheme. Your pension can be transferred into:

- **The NFPS administered by another Local Authority**

If your salary in your new employment is higher, it may be in your interest to transfer your pension rights to your new employer. If your new salary is lower, you may devalue your pension rights if you transfer them. If you decide not to transfer your benefits you will not be able to transfer them to a different Local Authority in the future.

- **A non NFPS company pension scheme**

You will need to let your new pension scheme know that you have pension rights in the NFPS, your new scheme will issue you with their forms for you to complete. We will provide a quotation for transfer on request.

It is not compulsory to transfer your benefits to any new scheme and you should always make sure it is in your best interests before doing so. If you are unsure you should seek independent financial advice.



Option C - Refund of contributions

If you leave with less than three months total membership, have not brought a transfer into the NFPS and have no other NFPS pension rights in England and Wales, you may take a refund of your contributions, less any deductions for tax and the cost of buying you back into the State Second Pension Scheme (S2P).

If you fail to disclose another NFPS benefit, the payment of the refund will 'wipe out' your entitlement to those benefits.

A claim for a refund can only be made one month and a day after you have left the pension scheme.

Option D - Undecided

If you are entitled to a refund of contributions, you may wish to defer your decision in order to retain your membership of the NFPS. You will eventually have to elect for a transfer or a refund but you can defer your decision until up to a year before your retirement age.

If you have been working in two or more jobs and leave one of them we may combine your benefits.

Your Personal Details

Forename(s)			
Surname(s)		Title (e.g. Mr, Mrs)	
Employee Number			
Home address			
Town/City			
County			
Postcode			

Please choose one of the following options:-

Option A – Deferred Benefits

☐ I have at least three months qualifying service and wish to defer my pension benefits. Please provide me with full details of the deferred benefits to which I am entitled.

Option B – Transfer of Pension Rights

☐ I am considering a transfer of my pension rights to

Option C – Refund of Contributions

☐ I have less than three months membership and wish to claim a refund of my contributions. I do not have other pension rights in the NFPS. I acknowledge that if I do have such pension rights, I am not entitled to claim a refund of contributions and that if I make a false statement the payment of a refund will mean that I cease to be entitled to any other benefits I have in the NFPS in England and Wales, and that I will have no further claim on the relevant pension fund, administering authority or employing authority in respect of those pension benefits.

Option D – Undecided

☐ I have less than three months membership and do not have the rights to pension benefits at retirement age but am undecided as to what course of action to take. I wish to retain my contributions in the pension fund at the moment. I will contact you again when I have made a decision

Signature**Date****If you have chosen Option C – Refund of Contributions, please complete your bank details**

Name of bank/building society

Name of account holder

Account number

Sort code

If using a building society, name of building society'

BS Account number

BS roll number (if applicable)

Additional Information

For assistance, or to submit the completed form, please contact;
Pension Services Group, Resources Group, PO Box 3, Shire Hall, Warwick CV34 4RH
e-mail: pensions@warwickshire.gov.uk
Website: www.warwickshire.gov.uk/pensions

FOR OFFICE USE ONLY

DATE

HRMS ID

DATE

HRMS ID

Comments & Documents