

CEASE CONTRIBUTIONS FORM

AA AutoEnrolment Personal Pension Plan

Cease contributions form

IF YOU WISH TO STOP CONTRIBUTING TO THE LEGAL & GENERAL AUTO-ENROLMENT PENSION PLAN AND HAVE BEEN IN THE PLAN FOR MORE THAN 30 DAYS, PLEASE COMPLETE THIS FORM.

TO BE COMPLETED BY THE EMPLOYEE — Please complete in BLOCK LETTERS.

PERSONAL DETAILS

Family Name:		Forenames (in full):	
Date of Birth:	NI Number:	Employee No:	

What you need to know:

- You cannot request to cease your contributions before you have been enrolled into the Plan. Any requests received or signed prior to enrolment will be invalid.
- Your Employer cannot request you to stop your pension.
- If you are asked to stop, you can tell The Pensions Regulator - www.thepensionsregulator.gov.uk.
- Legislation requires my employer to re-enrol eligible employees who are not participating in the pension at a three-yearly re-enrolment anniversary.
- You will not be able to receive a refund of your contributions and your contributions will remain invested within the Plan. Alternatively, a transfer to another registered pension arrangement may be possible.
- If you cease contributions, you will lose the right to pension contributions from your Employer.
- If you are a member of the Salary Sacrifice arrangement known as AE Plus, your membership will automatically cease from the date you cease contributions to the Plan and your gross contractual rate of pay will be increased by the amount that the Employer contributed on your behalf (equivalent to the employee rate you would have paid had you not been a member of AA Plus) to the Scheme. Your National Insurance contributions will revert back to the levels determined by HM Revenue & Customs.
- If you change your mind, you may be able to re-join the Scheme.

By completing this form, you are consenting to the processing of any personal data held about you by the AA as Data Controllers or its Data Processors, in accordance with the provisions of the Data Protection Act The AA and Legal & General will be Data Controllers under the Data Protection Act. I confirm that I have read the Data Protection statement available at www.legalandgeneral.com/privacy-policy and consent to my data being used in the way described.

PART D MEMBER DECLARATION

I wish to stop contributing to the AA Legal & General Auto-Enrolment Pension Plan and understand that if I cease contributions, I may have a lower income when I retire.

Signature	Date:
Name:	

Please return this form to:
AA Pensions Department, Fanum House, Basing View, Basingstoke, RG21 4EA