

# AA Worksave Pension Plan Application Form - Legal & General

**TO BE COMPLETED IN BLOCK CAPITALS.**

## PERSONAL DETAILS

Surname		First name	
Payroll number	National Insurance number	Date of birth	

## CONTRIBUTION RATES

Please indicate your chosen contribution rate (in each case subject to AA WPP Plus – see below).

I wish to pay an Employee Contribution of 4% and benefit from an Employer Contribution of 6%

**OR**

I wish to pay an Employee Contribution of 5% and benefit from an Employer Contribution of 7%

**OR**

I wish to pay more than 5% and benefit from an Employer Contribution of 7%  
*Please indicate your chosen contribution rate in the box*

**%**

## AMENDMENT TO CONTRACT

Notwithstanding any other provisions of my terms and conditions of employment, I agree to the following:

- The Company shall reduce my contractual gross salary and any other relevant earnings by a sum equivalent to the contribution that I would otherwise make under the pension plan. This will be shown as '**AA WPP Plus Pension**' on my payslip and be known as the '**AA WPP Plus adjustment**', and
- The Company shall pay a value equivalent to the **AA WPP Plus adjustment** into my pension fund as employer contributions. These will be paid in addition to normal employer contributions.

This arrangement will continue until either:

- A lifestyle change occurs (as defined in the scheme booklet) and I instruct the company that I wish to cease the **AA WPP Plus** arrangement. This must be done within one month of the lifestyle change occurring.
- If a lifestyle change occurs and the Company is required to automatically cease operating the **AA WPP Plus** arrangement to prevent the **AA WPP Plus adjustment** being applied to a statutory payment. In such cases, I will automatically be put back in to **AA WPP Plus** when the lifestyle change ceases to apply.
- I cease to be a member of the pension plan.

- There are any government or legal changes that are relevant, in which case the Company may withdraw this arrangement.
- The application of **AA WPP Plus** would reduce my earnings below the National Insurance Lower Earning Limit.
- The application of **AA WPP Plus** would reduce my earnings to below the National Minimum Wage or the National Living Wage (as applicable).

In the event that such change occurs, the Company reserves the right to:

- Increase my contractual gross salary/wage by a sum equivalent to the **AA WPP Plus adjustment**, and
- Deduct any relevant employee pension contributions from my salary and pay this into the pension plan.

In the event that I choose to leave **AA WPP Plus** as described above, I authorise the Company to make a deduction from my salary at source of the appropriate percentage specified above (or any subsequent change to that amount that I have requested), representing my employee contributions towards the Scheme. This deduction is to be made on a weekly (if I am weekly paid) or monthly basis with effect from the next possible payroll date until I notify the Company in writing otherwise.

## MEMBER DECLARATION

- I understand that I am entering into a long-term pension arrangement and I can only cease my active membership upon giving at least one month's notice in writing to cease membership or by my employment with the Company ceasing.
- The AA and Legal & General will be Data Controllers under GDPR. I confirm that I have read the privacy policy statement available at [www.legalandgeneral.com/privacy-policy](http://www.legalandgeneral.com/privacy-policy) and consent to my data being used in the way described.
- I confirm I have had on-line access to the AA Pensions website. It details the basis of the Plan and contributions, along with Legal and General's supporting literature explaining the Contract details.
- I understand that my contributions will be invested in the Global Fixed Weights 50/50 Index Pre-Retirement 10 Year lifestyle Profile (L&G code LLNY) unless or until I advise Legal & General otherwise. I understand I should regularly review whether my investment choice remains the appropriate for my needs.
- I understand that a Salary Cap applies to any reference to where the term 'salary' is used above. The Salary Cap for 2019/2020 tax year is £154,800. This figure is reviewed annually.
- I understand that my default retirement age will be 65 until and unless I advise Legal & General otherwise.

Signature

Date

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