

**The Cardiff and Vale of Glamorgan Pension Fund
Local Government Pension Scheme Regulations
Active Member Retirement Lump Sum Declaration**



This form is available in Welsh / Mae'r ffurflen hon ar gael yn Gymraeg

Please read the attached notes carefully, before completing this form.

Cardiff and Vale of Glamorgan Pension Fund will not be able to pay your pension payment until all parts of this form have been completed and returned to **Cardiff Council, Pensions Team, Room 252, County Hall, Atlantic Wharf, Cardiff, CF10 4UW.**

Name: _____ Pay Reference: _____ Retirement Type: _____

Elect to Increase your lump sum

Please tick the box below to tell us if you would like to opt for a reduced pension and a bigger lump sum.

Please remember you are not able to change your decision once this form has been completed and returned to us.

Option 1 – I want to take the **standard** annual pension and lump sum shown in the enclosed letter

Option 2 – I want to take the **reduced** annual pension and **maximum** lump sum shown in the enclosed letter

Option 3 – I want to take a lump sum of £ _____ and take a **reduced** annual pension (the maximum sum cannot exceed the lump sum figure in **option 2**)

Name (please use block capitals) _____

Signature:

Date:

Declaration of other pension benefits (please complete form overleaf)

To comply with Her Majesty's Revenues and Customs (HMRC) regulations of taxability of pension rights, we need to know if you have any other pension benefits apart from those you have with Cardiff and Vale of Glamorgan Pension Fund and the State Pension.

Giving us inaccurate or fraudulent information could result in a fine of up to £3,000.

We use the information you give us to calculate if, when all your pension benefits are added together, you are likely to exceed the **Lifetime Allowance** – see enclosed Lifetime Allowance Factsheet for more information.

Please turn over and complete the rest of the form

Surname: _____ **Initials:** _____ **NI No.** _____

1. Are you currently receiving any pension payments excluding state benefits (for example, from a former employer’s pension scheme, personal pension, stakeholder pension or free standing additional voluntary contribution scheme)?

Please tick: Yes No

If you have ticked “**Yes**” to the above question, then please complete rest of form.
If “**No**” please move to **section 2** and then complete the rest of the form.

Please list below all pensions you are currently receiving:

Who pays your pension? (name and address)	Date pension started?	How much is the annual pension?	What is the LTA* %

2. Have you received a one off lump sum payment from another pension arrangement – for example a former employer’s pension scheme, personal pension or stakeholder?

Who pays your pension? (name and address)	Date pension started?	How much is the annual pension?	What is the LTA* %

3. Pensions not yet in payment

Have you got any benefits from other pension arrangements which have not yet come into payment excluding state benefits (for example, from a former employer’s pension scheme, personal pension, stakeholder pension or free standing additional voluntary contribution scheme)?

Please tick: Yes No

If you have ticked “Yes” to the above question, then please provide details below:

Name and Address of Scheme / Provider	Date pension due?	How much is the pension?	How much is the lump sum?	Fund value	What is the LTA* %

I declare that the information given by me above is correct.

Signature: _____

Date: _____

*Lifetime Allowance – please see enclosed notes for more information

Please return this form to:

Cardiff Council, Pensions Team, Room 252, County Hall, Cardiff, CF10 4UW