

# BAE SYSTEMS PENSION SCHEME

## Application to Pay/Amend/Cease Additional Voluntary Contributions

(Please read the AVC Guide before completing)

Surname	<input type="text"/>	Forenames	<input type="text"/>
NI number	<input type="text"/>	Membership No (If known)	<input type="text"/>
Date of birth	<input type="text"/>	Contact Tel No	<input type="text"/>

Contributions are deducted from your weekly/monthly salary and should not exceed your total earnings in any pay period.

**Please complete the appropriate section below:**

### Start paying Additional Voluntary Contributions

I wish to start paying the following regular amount (please indicate either a cash amount or a percentage of earnings):

	£		%
Per week/month	<input type="text"/> Min £1	OR	<input type="text"/> Min 1%
	(whole pounds)		(percentage)

### Amend the amount of Additional Voluntary Contributions you pay

I wish to amend the regular amount I am paying

from	<input type="text"/> £	to	<input type="text"/> £	total per week/month [minimum contribution: £1.00]
			(whole pounds)	
from	<input type="text"/> %	to	<input type="text"/> %	total per week/month [minimum contribution: 1%]

### Cease paying Additional Voluntary Contributions

Tick box if you wish to stop paying Additional Voluntary Contributions

### Complete this section if you wish to make a one-off payment

I wish to make a single payment of   
£  
(whole pounds)

The one-off payment is deducted from your weekly/monthly salary and should not exceed your total earnings in any pay period.

## Your investment choice

### **Existing AVC members**

If you are an existing AVC member amending / ceasing payments and/or making a one-off contribution, and you do not wish to amend your current investment choice, then there is no need to complete this investment choice section.

### **New AVC members**

Please complete this section to advise how your Additional Voluntary Contributions are to be invested with Standard Life until further notice.

If you do not indicate a choice of investment(s), your Additional Voluntary Contributions will be invested in the Cash Lifestyle Profile.

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### **SECTION 1 – To be completed in ALL cases**

Complete **one** of a), b) or c) below.

a) I wish my Additional Voluntary Contributions to be invested in the Cash Lifestyle Profile

b) I wish my Additional Voluntary Contributions to be invested in the Pension Lifestyle Profile

If a) or b) above is selected the only other fund which may be selected is the With Profits fund. You may choose a Target Retirement Age. You need only specify a Target Retirement Age if other than age 65. I wish my Target Retirement Age to be \_\_\_\_\_. The Target Retirement Age may be earlier than the Scheme's Normal Retirement Date. The Lifestyle Profile will then commence the switching process five years from your nominated age. The Trustees will treat any information provided in relation to Target Retirement Age with utmost confidentiality.

c) I wish my Additional Voluntary Contributions to be invested as set out below (Complete section 2)

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### **SECTION 2 – Only to be completed if you ticked box c) above**

If you completed c) above you must now complete **one** of 1), 2) or 3) below and then complete the table below detailing your fund choices. I wish the fund choices indicated in the table below to apply to:

1) my future contributions only. .

2) my existing AVC fund only

3) all my AVC funds including future contributions

I wish the investment to be on the basis specified overleaf. Please note that funds move in different ways and can go up as well as down and therefore the percentages you choose to invest now may not continue to be the percentage in the future.

Section 2 continues overleaf.

Fund Name	Fund Code	Asset Class of Fund	% to be invested (whole % only)
Standard Life Pension Managed Cash	G4	Cash	
Standard Life Pension Mixed Bond	FP	Bonds	
Standard Life Pension Property	FM	Property	
Standard Life Investments Global Absolute Return Strategies	YX	Multi-asset	
BlackRock Aquila HP Over 15 year Gilt Index	ND	Bonds	
Standard Life Pension Managed One	FA	Multi-asset	
Standard Life Pension Ethical	G7	Multi-asset	
Standard Life Investments UK Equity High Income	88	Equities	
Newton Managed Fund	KM	Multi-asset	
Standard Life Pension International	FO	Equities	
BlackRock Aquila HP Global Equity 50/50	JO	Equities	
BlackRock Aquila HP UK Equity	JP	Equities	
HSBC Life Amanah	JB	Equities	
Standard Life Pension Sterling *	GS	Cash	
Standard Life Pension With Profits *	WJ	Multi-asset	

**Fund split should be in whole % only**

\*The Sterling and With Profits Funds are not available to new contributors. They remain available only to members who were paying regular contributions prior to 1 February 2011.

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**SECTION 3 – To be completed in ALL cases**

**Lifetime Allowance**

**If your total lifetime pension benefits are above the Lifetime Allowance, any excess benefits above the Lifetime Allowance will be subject to 55% tax when they are paid. See the Scheme booklet for more information.**

Your contributions will be effective from the next available payroll period. To be implemented in the next month's payroll, this form must be received by the 20<sup>th</sup> of the previous month.

You should inform us if you wish your contributions to be effective from a later date.

**I authorise my employer to deduct the above contributions from my earnings and for the Trustees to invest my Additional Voluntary Contributions as specified.**

**Signature**

**Date**

Please return this form to:

BAE Systems Pension Scheme, Pensions Service Centre, PO Box 1193, Crawley,  
West Sussex, RH10 0FY