

PREVIOUS PENSION RIGHTS

Previous schemes/plan name (If a previous LGPS member, please provide details of the administrators and your employer if different)	Type of scheme (e.g. LGPS, personal pension plan, employers' scheme, FSAVC plan etc.)	Period of membership (Give dates)	Are you in receipt of this pension? YES/NO	Were contributions refunded or transferred? (If transferred, please state to where)
		From: To:		
		From: To:		
		From: To:		

NOTE It is important that you tell us about any previous pension rights you hold, as they may affect your entitlement under the LGPS (*continue on a separate sheet if necessary*).

TRANSFERRING YOUR PREVIOUS PENSION RIGHTS

An option to transfer must be made within **12 months** of joining the LGPS or such longer period as your employer allows. This is an employer discretion; you may wish to ask your employer what their policy is on this matter.

If you wish to consider a transfer of any previous rights, you must complete a separate transfer form available from the Fund upon request. To obtain the necessary form immediately, please contact our **Helpdesk** on **0845 230 1665**, or alternatively please tick the box below, and a form will be sent to you at a later date.

I wish to investigate the possibility of transferring my benefits to the LGPS, please send me a transfer form. **(tick box)**

Signed:

Date:

 / /

Print Name:

OUR SERVICE TO YOU

The Fund at Wolverhampton is always looking for ways to improve its service and has introduced a new personal service that lets you take care of most of your LGPS needs by telephone.

You can call to check your membership details, request personal information or even change your address.

Every time you call the Fund to request personal details or to make a change, you will be asked to confirm your password and at least two pieces of information personal to you. When staff are confident about your identity, they will process your request and provide written confirmation of any change actioned by you.

If you would like to register for this service, you must first complete a password registration form (this will automatically be sent to you with your membership certificate).

COMBINED BENEFIT STATEMENTS

It is the Fund's intention to move towards the production of a combined benefit statement. This will mean we will be able to provide you with a comprehensive listing of the pension benefits that you are due to receive from the LGPS and State scheme at retirement.

If you have any objection to the Fund obtaining details of the State pension benefits that you will be entitled to at retirement, you should write to the Fund and request that your details are excluded from this process.

DATA PROTECTION

To protect any personal information held on computer, Wolverhampton City Council is registered under the Data Protection Act 1998. This allows members to check that their details held are accurate. The Fund may, if it chooses, pass certain details to a third party, if the third party is carrying out an administrative function of the Fund, for example, the Fund's AVC provider. Additionally, the Fund may respond to requests for personal information from other public bodies, e.g. HM Revenues and Customs (HMRC) in connection with their statutory duties. Members who wish to apply to access their data on Data Protection Act grounds should contact the City Council's Data Protection Officer on (01902) 554498, via e-mail at dataprotection@wolverhampton.gov.uk

This authority is under a duty to protect the public funds it administers, and to this end may use information for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.

Further details about the Fund are available on our website which can be found at westmids-pensions.com

**PLEASE RETURN THIS FORM TO YOUR EMPLOYER'S PENSION OFFICER
NOT THE WEST MIDLANDS PENSION FUND**

West Midlands Pension Fund ... a can do, will do organisation