

Bank/Building Society Account Payment Instruction Form

The account must be in your name or joint names. We cannot pay your pension into someone else's account.

Please be aware that we need to be informed of changes to your bank/building society account before the 2nd of the month in order to update our payroll system in time for the next pay day. Changes received after this time cannot be processed until the following month.

Bank or Building society details

Bank or Building Society name	
Address	
Postcode	
Account holders name	

For UK accounts only

Sort code	- -
Account number	
Building Society roll number (if applicable)	

For overseas accounts only

Please note there is a £2.50 charge each month for pensions paid into overseas bank accounts. This charge will not show on your payslip but will be deducted from the net pension before it is credited to your account.

European Accounts

BIC (Bank Identification Code)	
IBAN (International Bank Account Number)	

Accounts Outside Europe

SWIFT code	
Account number	

Signature

Full name		Pension Number	
Your signature		Date	

If you reside outside the UK and EEA please also complete the form on the next page

Please return your completed form to:

First Actuarial LLP, First House, Minerva Business Park, Lynch Wood, Peterborough, PE2 6FT.

Bank/Building Society Account Payment Instruction Form

(Members residing outside the UK and EEA)

Privacy Notice

If you reside outside the United Kingdom (UK) and European Economic Area (EEA), we may need to provide your personal information (that is, your name and bank details) to Western Union if you ask us to make benefit payments to a non UK/EEA bank account. We will only provide Western Union with the information necessary to make the payments to yourself. This information is likely to be processed outside of the UK and EEA. We will seek to ensure that the information will not be used for any other purposes or will not be transferred to another party.

Western Union will act as the controller on your personal information. They should be able to provide you with further information on how they use your personal information.

Because we are making overseas payments, we may not be in control of your personal information at all times. We will, therefore, only setup payments to go overseas where you consent to this arrangement.

I consent to the Trustees providing my personal information to a third party to process my benefit payments

Yes

No

Signature

Full name		Pension Number	
Your signature		Date	

**Please return your completed form to:
First Actuarial LLP, First House, Minerva Business Park, Lynch Wood, Peterborough, PE2 6FT.**