
IMPERIAL TOBACCO PENSION FUND

MEMBERSHIP OPT-OUT FORM

(for use if opting-out after the expiry of the one-month window on automatic enrolment on first joining)

TO: The Trustee of the Fund / Imperial Tobacco Limited

FROM: _____ (IN BLOCK CAPITALS)

I give notice that I wish to opt-out of membership of the Defined Contribution (DC) section of the Imperial Tobacco Pension Fund with immediate effect. I understand that by opting-out I will not be entitled to a refund of the contributions I have paid to the Fund to date and note that my accumulated pension account will remain invested under the Fund until my retirement or, if earlier, the date I decide to transfer my account to another registered pension scheme. I understand that by not joining or ceasing membership of the Fund I will not accrue any further pension benefits with the Company and as a result I acknowledge that my income in retirement may be lower.

I acknowledge that by opting-out of Pension Fund membership I will no longer be covered for the death in service life assurance lump sum benefit of eight times my salary.

I understand that, under the terms of current legislation, if I am still an employee and satisfy the criteria for automatic enrolment I will be automatically enrolled as a member of the Fund in three years' time. I note that I will need to opt-out again if I do not wish to remain a member of the Fund.

I also understand that I may choose to opt-in to the Fund at any time in the future whilst I am an employee covered by the automatic enrolment regulations. If I do not meet the criteria for automatic enrolment then I understand that any subsequent application for membership I make will be subject to approval by the Company and the Trustees of the Fund and that cover for the death in service life assurance lump sum benefit will be subject to medical underwriting and the decision of the Fund's insurer.

I hereby confirm that, having read the statutory statements overleaf, I wish to opt out of membership of the DC section of the Fund. I confirm that I have updated the Benefits area of my Workday record to 'waive' pension membership.

SIGNED:

DATE:

DATE OF BIRTH:

NI NUMBER:

HOME ADDRESS:

PO Box 3242, Winterstoke Road, Bristol BS3 9GY
Tel: 0117 953 0000 Fax: 0117 963 2860

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What you need to know on deciding to opt-out of membership of the Defined Contribution section of the Imperial Tobacco Pension Fund

Under the automatic enrolment regulations the Company is required by law to make you aware of the following information:-

- The Fund benefits you will lose by opting-out. **If you opt-out you will no longer be covered for the death in service lump sum benefit of eight times your salary and you will lose the benefit of the Company's pension contributions.**
- The Company cannot ask you or force you to opt-out of membership of the Fund.
- If you are asked or forced to opt-out you can tell The Pensions Regulator – see www.tpr.gov.uk/concern.
- If you change your mind, you may be able to opt back in – please contact Imperial's Pension Fund Office at pension.enquiries@uk.imptob.com. **Please note if you re-join the Fund you will not be covered for the death in service lump sum benefit until the Fund's insurer has medically underwritten your benefits and confirmed that it has accepted you for cover. It should be noted that the insurer may decline cover, restrict cover or impose an additional premium loading on your benefits.**
- If you stay opted-out the Company will normally re-enrol you as a pension scheme member in around three years' time.
- If you change your job, your new employer will normally put you back into pension saving straight away.
- If you have another job, your other employer might also put you into pension saving, now or in the future. This notice only allows you to opt-out of pension saving with Imperial Tobacco Limited / Imperial Brands PLC. A separate notice must be completed and given to any other employer you work for if you wish to opt-out of that employer's pension saving scheme as well.