



**ELECTION FORM TO MAKE ADDITIONAL VOLUNTARY CONTRIBUTIONS (AVCS) TO THE DC SECTION OF THE IMPERIAL TOBACCO PENSION FUND (DC SECTION)**

This form should be returned to **Bristol.Payroll@uk.imptob.com** to process. Please copy **Pension.Enquiries@uk.imptob.com** for information as well.

Your AVCs will be invested in line with current contributions to the DC Section. If you would like to change how your contributions are invested, please log into your AEGON account.

Personal details

<b>Full Name</b>	
<b>Date of Birth</b>	
<b>National Insurance number</b>	

Monthly AVCs

I wish to contribute \_\_\_\_% of my monthly base pay with effect from 01/\_\_/20\_\_

Please note monthly AVCs will be made from the nearest monthly pay date based on your election above. If this form is received after the cut-off of the monthly payroll run, your AVCs will commence from the following month.

Monthly AVCs will continue until you inform payroll to stop further payments. If you wish to stop future AVCs, please complete the form on the next page.

One off AVCs

I wish to contribute \_\_\_\_% of monthly base pay or £\_\_\_\_\_ from my \_\_\_\_\_ (please confirm the month and year) pay.

Payroll will review this amount, if the one-off amount breaches minimum wage requirements, you will need to reduce the amount of AVCs you wish to make.

One off request should be sent a month in advance of when you wish to make the payment.

Consent

Signature:

Date:



**ELECTION FORM TO STOP REGULAR ADDITIONAL VOLUNTARY CONTRIBUTIONS (AVCS)  
TO THE DC SECTION OF THE IMPERIAL TOBACCO PENSION FUND (DC SECTION)**

This form should be returned to **Bristol.Payroll@uk.imptob.com** to process. Please copy **Pension.Enquiries@uk.imptob.com** for information as well.

Personal details

<b>Full Name</b>	
<b>Date of Birth</b>	
<b>National Insurance number</b>	

Monthly AVCs

I wish to stop all monthly AVCs with effect from 01/\_\_/20\_\_

Please note monthly AVCs will be stopped from the nearest monthly pay date based on your election above. If this form is received after the cut-off of the monthly payroll run, your AVCs will stop from the following month.

Consent

Signature:

Date: