



## Unite Pension Scheme – AVC Form

Please only complete this form if you want to START or CHANGE the amount of your regular Additional Voluntary Contributions (“AVCs”) or if you want to start paying your AVCs using SALARY SACRIFICE.

### Your details:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

National Insurance Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

I confirm that I wish to begin making/change the amount of my regular AVCs. (Please complete the box below).

Chosen level of AVCs (in £ per month):

£

### What is Salary Sacrifice?

Salary Sacrifice is an arrangement where:

- Instead of you making regular AVC contributions to L&G, the Union make all contributions to L&G, equal to the contributions you would have made.
- At the same time, your salary is reduced by the amount of the AVC contribution.
- Salary Sacrifice constitutes a change to your contract of employment.

### Declaration:

I have read and understood the information on Salary Sacrifice in the announcement and in my Unite Pension Scheme Member Guide.

I confirm that I wish to opt into Salary Sacrifice and understand that by doing this:

- My salary will be reduced by the amount I would have paid in AVCs;
- My AVCs will be paid to the Scheme by the Union.

I authorise the Union to reduce my salary by my chosen level of AVCs (tick **one** box only):

Yes – I wish to pay my AVCs via Salary Sacrifice

No – I do not wish to pay my AVCs via Salary Sacrifice

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete and return this form to:

**Kaye Heppell, Payroll Manager**  
**Payroll Department**  
**Unite the Union**  
**128 Theobalds Road**  
**Holborn**  
**London**  
**WC1X 8TN**