

Membership Form

(All fields marked* must be completed)

Section 1 Your Personal & Employment Details (Please enclose copies of your birth and marriage certificates)

Title* (Mr/Mrs/Miss/Ms)	<input type="text"/>	Forename(s)*	<input type="text"/>	Surname*	<input type="text"/>
Date of Birth*	<input type="text"/>	National Insurance Number*	<input type="text"/>		
Address*	<input type="text"/>				
	<input type="text"/>				
	Post Code*				
Email	<input type="text"/>	Telephone	<input type="text"/>	Home	<input type="text"/>
				Work	<input type="text"/>
Status*	<input type="text"/>	(Single/Married/Civil Partnership/Divorced/Dissolved Civil Partnership/Widowed/Cohabiting/Other – please state)			
Employer*	<input type="text"/>	Payroll Number	<input type="text"/>		
Job Title*	<input type="text"/>	Copy Birth/Marriage Certificate(s) Enclosed (please tick box if copies enclosed)			<input type="checkbox"/>

Section 2 Your Previous Membership of the Local Government Pension Scheme (LGPS Scotland)

If you have previously been a member of the Local Government Pension Scheme (Scotland), including Fife Pension Fund then you **must** complete and indicate clearly whether the pension rights were refunded, transferred, deferred or in payment; or are held as an unclaimed refund. If you have pension rights with any other types of schemes, you should complete the Request for Transfer Details form if you want to consider transferring them to the LGPS (please refer to the notes overleaf).

Previous Local Government Pension Fund 1

LGPS Fund	<input type="text"/>	Which of the following actions did you take when you left?			
Address	<input type="text"/>			Unclaimed refund	<input type="checkbox"/>
	<input type="text"/>	Post Code		Contributions refunded	<input type="checkbox"/>
Start Date	<input type="text"/>	End Date	<input type="text"/>	Receiving a pension	<input type="checkbox"/>
				Deferred my benefits	<input type="checkbox"/>
Would you like Fife Pension Fund to investigate a transfer?		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Previous Local Government Pension Fund 2

LGPS Fund	<input type="text"/>	Which of the following actions did you take when you left?			
Address	<input type="text"/>			Unclaimed refund	<input type="checkbox"/>
	<input type="text"/>	Post Code		Contributions refunded	<input type="checkbox"/>
Start Date	<input type="text"/>	End Date	<input type="text"/>	Receiving a pension	<input type="checkbox"/>
				Deferred my benefits	<input type="checkbox"/>
Would you like Fife Pension Fund to investigate a transfer?		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Section 3 Your Declaration and Signed Authority

The details on this form are correct to the best of my knowledge. Failure to complete this form correctly may affect my future benefits. I authorise the schemes involved to provide Fife Pension Fund with any information required.

Signature*

Date*

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Supplementary Notes



- Please enclose photocopies of your birth and marriage certificates
- Please quote your National Insurance number in correspondence
- Please quote your preferred email address – this can be your home or work address

If you have previous LGPS pension rights

- If you re-join the LGPS and have a deferred refund from an earlier period of membership, please complete **Section 2** with the details. Your previous pension rights must be automatically aggregated with your new membership.
- If you re-join the LGPS and have a deferred benefit from an earlier period of membership, please indicate in **Section 2** the details of the deferred benefits and indicate whether you would like to investigate a transfer by ticking the relevant box.
- If you wish to retain separate benefits, you must elect to do so within 12 months, unless your employer allows you longer. Please indicate in **Section 2** the details of the deferred benefits and indicate that you would not like to investigate a transfer by ticking the relevant box.

If you have pension rights in a non-LGPS arrangement

If you wish to consider a transfer from a non-LGPS arrangement, please visit www.fifepensionfund.org and go to the forms and publications section where you can download a **Request for Transfer Details form**. You must apply within 12 months of joining the LGPS.

Please complete and return your Membership Form to:
**Fife Pension Fund, Shared Service Centre, Ground Floor, Rothesay House, Rothesay Place,
Glenrothes, Fife, KY7 5PQ**