

# Local Government Pension Scheme

## Final Notification of Leaver Details

Please read the notes overleaf before completing this form in BLOCK CAPITALS.

Surname:		
Title: Mr/Mrs/Miss/Ms/other	Forenames:	
Date of birth:	National Insurance Number:	
Address:		
		Post Code:
Employer:	Employee Number:	
Job Description:		
Final Contract Hours:	Date of Leaving:	
<p>1. Reason for leaving service (please choose one of the following):</p> <p>Voluntary Retirement / Ill Health / Compulsory Retirement / Death / Efficiency / Redundancy / Voluntary Resignation / Dismissal / Other reason (please state)</p> <p><b>Reason for Leaving:</b></p> <p>If retiring on the grounds of permanent ill health, please state which tier of ill health to be applied.</p> <p><b>Tier:</b></p>		
<p>2. Pensionable pay for the relevant period: From _____ to _____ £ _____</p> <p>Are you satisfied that the amount shown is higher than the corresponding totals for the two previous relevant periods? <b>YES / NO</b></p> <p>If no, please give the corresponding totals for the two previous periods.</p> <p>From _____ to _____ £ _____</p> <p>From _____ to _____ £ _____</p>		
	<b>Employees pension contributions</b>	<b>Employees C.O.N.I earnings</b>
Current Year 20___/20___		
Previous Year 20___/20___		
If less than 3 months service, please provide all years C.O.N.I earnings.		
For enquiries contact:	Telephone:	
Certification signature:	Date:	

Completed form to be returned to TOPS Section (Pensions), London Borough of Bexley who will forward to the LPFA.

## Leaving the Scheme – Retirements and Death

The following will be entitled to immediate payment of benefits:

- An active member leaving your employment if they have reached age 65 or the date at which they can count 25 years of scheme membership, between ages 60 and 65. An active member who leaves between the ages of 60 and 65 whose age and total membership (each in whole years) total less than 85, is entitled to preserved benefits, or he may choose to receive reduced benefits immediately.
- An active member who is declared permanently unfit and has completed at least 3 months membership or has a transfer credit. If retirement is on the grounds of ill health a qualified occupational health doctor must certify the contributor as permanently unfit for the current position plus any refund likelihood. Before referring a potential ill health retirement to an occupational health doctor you must obtain approval from London Borough of Bexley for your choice of medical advisor.
- An active member who is retired on grounds of redundancy or in the interests of the efficiency of your organisation's functions, is aged 55 or over (or age 50 if a member before 1 April 2008 and leaving before 1 April 2010), and has at least 3 months membership or has a transfer credit.
- If an active member dies in service a lump sum death grant and dependant's / children's pensions may be payable. Please forward a copy of the death certificate and details of next of kin or the Executors if these are available. Do not delay sending form PEN 13 if a death certificate is not available.