

## Public Sector Pensions Authority PSPA3 Transfer out Investigation Request Form

If you wish for the PSPA to provide a statement of transfer entitlement of your accrued benefits from your scheme to your new **public sector employer's scheme**, please complete this form, along with any due payment and return it to the PSPA at the below address. Unless you have requested otherwise, the PSPA will provide a statement of the value of your transfer entitlement to the person/s stated in Section 2, within 3 months of receipt of this application.

### Part 1 – About Yourself

Your PSPA reference number	<input type="text"/>	
Name of Pension Scheme (the Scheme)	<input type="text"/>	
Full Name	Address	
<input type="text"/>	<input type="text"/>	
Date of Birth	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
National Insurance Number	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
Email Address	Telephone Number	
<input type="text"/>	<input type="text"/>	

### Part 2 – New Public Sector Pension Arrangement Administrator

(This is who we will send the transfer statement to)

Name	<input type="text"/>
Address	<input type="text"/>
Name of Arrangement	<input type="text"/>
Name of Administrator	<input type="text"/>
Administrator Address	<input type="text"/>

### Part 3 – Charges

The provision of this transfer value may incur a charge. Please refer to the PSPA Schedule of charges at [www.pspa.im](http://www.pspa.im) for further information. I have read and understood the PSPA schedule of charges and I request the PSPA provide the Cash Equivalent Transfer Value (CETV) as I have indicated above and I enclose the appropriate payment:

Tick	Type	Charge (VAT included)
	The first request for a CETV or Statement of Entitlement (SOE). » Please provide me with a current CETV and/or SOE.	None
	The second request made within 12 months of the first request for a CETV or Statement of Entitlement (SOE). » Please provide me with a current CETV and/or SOE.	£275
	The first request for a CETV or Statement of Entitlement to be provided for within 6 weeks. » Please provide me with a current CETV and/or SOE within 6 weeks of receipt of this form and the appropriate payment.	£275
	Any hypothetical CETV calculation. » Please provide me with a current CETV and/or SOE based on the following hypothetical circumstances. <b>Please state circumstances here:</b>	£275

All charges include VAT at the standard rate of 20%.

### Part 4 – Your Declaration

By signing and returning this form to the PSPA I hereby authorise the disclosure of information from the PSPA to the administrator named in part 2, as listed above, for purposes of transferring my benefits from the Scheme. I hereby authorise the PSPA to provide a statement of transfer entitlement of my accrued benefits from the Scheme to the person/s stated in Section 2 above.

I have referred to the Schedule of charges and no payment is due/I agree to pay the charge of £\_\_\_\_\_\*. and enclose a cheque, made payable to the Isle of Man Government, for the full amount/I will pay the full amount by credit or debit card\*.

\*Delete as appropriate

I consent to the disclosure of information on this form for the purposes of verification and in compliance with the Data Protection Act. I understand that the PSPA will retain this form for their records. I have read and understood the guidance for applicants.

**Signature**

**Print Name**

**Date**


**When completed, please return the application form, with any payment, to:**

Public Sector Pensions Authority, 3<sup>rd</sup> Floor Prospect House, 27-29 Prospect Hill, Douglas, Isle of Man, IM1 1ET

To pay by credit or debit card you can either call into the office at the address noted above or, alternatively, call (01624) 685598.

## Application for a Transfer out Investigation – Guidance Notes for Applicants

- » By completing this Application to Investigate a Transfer of Accrued Benefits for the Scheme, you are making a written application to the Public Sector Pensions Authority for a statement of the Cash Equivalent of your accrued benefits under the Scheme if: –
  - You have left eligible employment and no longer an active member of the Scheme;
  - You are Deferred member and have not reached age 75; and
  - You have not yet taken any of your benefits under the Scheme.
- » If you have already applied for and been provided with a statement of the Cash Equivalent Value of your accrued benefits within the last 12 months, the Public Sector Pensions Authority will require you to pay for any additional statement. Please see Section 4.
- » The PSPA will provide the statement of the Cash Equivalent Value of your accrued benefits within 3 months of receipt of this application or 6 weeks if requested.
- » Transfers can only be made to another public sector pension scheme and you must be a contributing member of that scheme.
- » The date on which the Statement of Entitlement is issued is the date the form was received.
- » The CETV will be guaranteed from a minimum of 3 months from the date the form was received.
- » You may withdraw the application under Rule 62.1 by written notice to the Public Sector Pensions Authority at any time before the date the form was received.
- » Please be aware that your new scheme may have strict timescales in which it will accept transfers. Before making this application please ensure that your new scheme providers/administrators will accept a transfer in.

**Transfers to non-public sector pension arrangements, stakeholder or buy-out is not permitted. Transfers to certain public sector schemes outside of the Isle of Man and United Kingdom may be permitted. Please contact the PSPA for more information.**

Please read your scheme guide and the transfer factsheets on the PSPA website at [www.pspa.im](http://www.pspa.im) for further information about the valuable benefits offered by the scheme and the transfer process. Alternatively, you can contact the PSPA to talk to a pension administrator about transfers. PSPA staff cannot give you financial advice about any Scheme and therefore you must seek independent financial advice if considering transferring out. You should always check that any independent adviser you consult is authorised and/or licensed to give the advice you are seeking. Financial advisers will charge for their advice. Please think very carefully before making your decision and consider taking independent financial advice to help make the right choice for you and your dependants' financial future.

### **Pension Liberation Fraud**

The Pensions Regulator has released a warning to pension scheme members to raise awareness of pension liberation fraud. Scheme members are being 'cold called' and encouraged to transfer to bogus pension "liberation" schemes. If you do, you could be subject to a very large tax penalty. Companies claim they can help you access your pension fund before the minimum pension age of 55 and without tax consequences. If you are considering such an arrangement, we urge you to find out more by reading the helpful documentation on the Pensions Regulator site at [www.thepensionsregulator.gov.uk](http://www.thepensionsregulator.gov.uk) or speak to an Independent Financial Adviser.

**Where can I find more information?** You can find more information using the resources on our website at [www.pspa.im](http://www.pspa.im).