



## Unite Pension Scheme OPT OUT FORM

This form is the notice to **opt out** of pension saving in the Unite Pension Scheme.  
Please complete this form using BLOCK CAPITALS and **return it to the Payroll Department**.

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### 1. YOUR DETAILS

TITLE: ..... SURNAME: .....

FIRST NAMES: .....

NATIONAL INSURANCE NUMBER *or* DATE OF BIRTH: .....

EMPLOYEE NUMBER: ..... REGION:.....

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### 2. WHAT YOU NEED TO KNOW

- Unite the Union cannot ask you or force you to opt out.
  - If you are asked or forced to opt out, you can tell the Pensions Regulator – see [www.thepensionsregulator.gov.uk](http://www.thepensionsregulator.gov.uk)
  - If you change your mind, you may be able to opt back in – please write to the Pensions Manager if you would like to do this.
  - If you stay opted out, Unite will normally put you back into pension saving in around 3 years in line with the Government Auto-Enrolment programme.
  - If you change job, your new employer will normally put you back into pension saving straight away.
  - If you have another job, your other employer might also put you into pension saving, now or in the future. This notice only opts you out of pension saving with Unite the Union. A separate notice must be filled out and given to any other employer you work for if you wish to opt out of that pension saving as well.
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### 3. OPT-OUT

- I wish to opt out of pension saving in the Unite Pension Scheme (please tick)
- I understand that if I opt out I will lose the right to pension contributions from my employer.
  - I understand that if I opt out I may have a lower income when I retire.

Signature: ..... Date: .....