

# Joining the Defined Benefit Cash Balance Scheme (DBCBS)

## What is this form for?

This form is to be completed by Royal Mail Defined Contribution Plan (RMDCP) members, with more than 4 years' service at the standard level in the RMDCP and aged under 64, who would like to join the Royal Mail Pension Plan (RMPP) to build up DBCBS benefits. By completing this form, you acknowledge that you are leaving the RMDCP. You will not be able to transfer your RMDCP retirement account to the DBCBS. You are no longer eligible to join the DBCBS once you reach age 64.

## When should this form be returned?

You can complete this form at any time and you would leave the RMDCP to join the RMPP to build up DBCBS benefits from the next available payroll date after your form is received.

**Please read the letter and booklet, 2018 Pension Review: Your options once you reach 4 years' standard level membership of the RMDCP, before deciding whether to complete this form.**

**If you are unsure which scheme is right for you, you may wish to speak to an independent financial adviser. Neither the Company nor the Trustees can provide financial advice.**

## About You (please complete the boxes below)

Full name	
Title	
NI Number	
Date of Birth	
Payroll number (as shown on your payslip)	

## The DBCBS contribution basis

Your pension contribution	Company's pension contribution	Total pension contribution	Company's additional contribution to other member benefits, including death in service and ill health benefits
6%	13.6%	19.6%	2%

**Note:** the definition of pensionable pay differs between the RMDCP and the DBCBS (see explanatory booklet for details).

## Your Instructions

I would like to **cease my membership of the RMDCP and join the DBCBS instead** from the next available payroll date.

**Note:** if you want to pay more than 6% to the DBCBS, please contact the Pensions Helpline on 0114 241 4545 once you have started paying contributions to **DBCBS** and ask to pay **Additional Voluntary Contributions (AVCs)**.

## Your Declaration

I confirm that I have read the booklet: 2018 Pension Review: Your options once you reach 4 years' standard level membership of the **RMDCP**.

I agree to my data being processed in this way and confirm the information in this form is correct and reflects my wishes.

Signature ..... Date .....

## Please return your completed form to:

Royal Mail HR Services, Statutory Deductions & Pensions, Pond Street, SHEFFIELD, S98 6HR.

## For HR use only

Membership number ..... Date implemented .....