

# Pension Salary Sacrifice Opt In Form

Complete this form if you **DO** wish to participate in pension salary sacrifice and return the form to the Pensions Office, 4.12 Virgil Building or email it to [pensions@bath.ac.uk](mailto:pensions@bath.ac.uk).

Surname:

First Name:

NI Number:

Department:

Home Address:

Payroll Number (if known):

I am an existing member of the:

Universities Superannuation Scheme (USS)

University of Bath Group Pension Plan (UoBGPP)

and wish to opt into salary sacrifice arrangement.

I understand that I will be opted in from next available payroll following the date of this form.

**Please read and sign the declaration below.**

I am currently a member of USS or UoBGPP and have read and understood the pension salary sacrifice communications. I confirm that I wish to opt in to pension salary sacrifice and understand that by opting into this:

- I consent to having my pension contributions paid through salary sacrifice,
- understand and agree to my basic salary/earnings being reduced by the amount of employee pension contributions that I am required or elect to pay (UoBGPP members only), by means of salary sacrifice, in return for an equivalent employer pension contribution paid into my pension scheme,
- understand and agree to the variation of the terms and conditions of my contract of employment, in line with the terms and conditions of the salary sacrifice arrangement as set out in the salary sacrifice communication,
- understand and agree that the variation of the terms and conditions of my contract of employment to allow for salary sacrifice, will continue until I choose to opt out of the pension salary sacrifice arrangement, or it is withdrawn, and
- understand that the amount of the salary sacrifice will vary in accordance with changes to my Pensionable Pay.

**Declaration by member**

Signed:

Date:

(typed signature is acceptable if the completed form is forwarded to the Pensions Office from your University email address)

**Declaration by employer**

I confirm that the above named member has opted in to pension salary sacrifice.

Signed:

Date: