



# Salary Sacrifice Opt-Out Form

**You should complete this form if you wish to opt out of / stop making pension contributions and, if applicable, Additional Voluntary Contributions (AVCs) by salary sacrifice.**

Salary sacrifice is an arrangement between you and Nestlé where you agree to a reduction in your salary and in return you receive a benefit. In this case the benefit is a contribution to your pension which Nestlé makes to the Fund on your behalf, instead of you making the contribution directly from your pay. Although most people will benefit from salary sacrifice, in some circumstances salary sacrifice may not be suitable for you. You should be aware of the potential drawbacks and take them into account when deciding if salary sacrifice is right for you. You can find more information about salary sacrifice in your pension joiner pack or on the Fund website ([www.nimpensions.com](http://www.nimpensions.com)).

If you do not complete this form, you will be automatically entered into a salary sacrifice arrangement for the purpose of the payment of your pension and, if applicable, AVCs on the first of the month following completion of your first month's membership of the Fund\*.

\* Prior to 1 August 2017, members were entered into the salary sacrifice arrangement on the second anniversary of joining the Fund.

## Part 1 - Your details

Please complete in **BLOCK CAPITALS**

*STRICTLY PRIVATE AND CONFIDENTIAL*

<b>Title:</b> _____	<b>National Insurance number:</b> _____
<b>First name:</b> _____	<b>Employee number:</b> _____
<b>Surname:</b> _____	<b>Work location:</b> _____
<b>Date of birth:</b> _____	<b>Contact phone number:</b> _____

## Part 2 - Declaration

### By signing this form, I understand that:

- **If I have already been entered into the salary sacrifice arrangement** that was put in place for the purpose for the payment of my pension contributions and, if applicable, AVCs, I will exit this arrangement in the next available payroll. As a result, my gross contractual pay will revert to the amount increased by the regular monthly pension contributions and, if applicable, AVCs I have been funding to date and going forward, I will make pension contributions and, if applicable, AVCs directly from my pay.
- **If I have not yet been entered into the salary sacrifice arrangement** for the purpose of the payment of pension contributions and, if applicable, AVCs, I will not now enter this arrangement and I will continue to make pension contributions directly from my pay.

I understand that this will represent a change to my contractual terms and conditions to which I agree. I agree that the Fund Trustee should provide a copy of this form to my employer as evidence of that agreement.

**Signed:**

**Date:**

**Please return this form to: Nestlé Pensions, 1 City Place, Gatwick, RH6 0PA.**