

Please complete this form and email to:  
**[cspensions@finance-ni.gov.uk](mailto:cspensions@finance-ni.gov.uk)** with evidence of identification\*

All personal information will be held in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

### Member Details

Name:	<input type="text"/>	Nat Insur Number:	<input type="text"/>
Address:	<input type="text"/>	Date of Birth:	<input type="text"/>
	<input type="text"/>	Telephone:	<input type="text"/>
Postcode:	<input type="text"/>	Email:	<input type="text"/>

### Delete as applicable:

- Her Majesty's Revenue and Customs (HMRC) has advised that the Annual Allowance tax charge for **(insert tax year)**  for my NICS pension schemes pension is:

£

- I have worked out the Annual Allowance tax charge for my NICS pension schemes pension to be:

£

I am interested in the option for 'Scheme Pays'. Please send me a Quote of my pension benefits showing the effect of the permanent deduction required to pay the above amount.

I understand that this is not a firm commitment at this point. I understand that if I choose not to proceed with Scheme Pays, I must make other arrangements with HMRC to pay the Annual Allowance tax charge.

**Declaration**

By ticking this box  I declare that I am the person named in the 'Member Details' section of this form and that the information provided is true and accurate. I also declare that I am aware that the provision of false information may lead to prosecution.

By ticking this box  I declare that I have adhered to the confirmation of identity requirements set out below.

- \* **To enable us to verify your identity you must submit a scanned or photographic copy of your driver licence or passport. If you submit your driver licence this will also serve to confirm your address. If you submit your passport to verify your identity you must also submit a photographic or scanned copy of a recent utility bill dated within the last three months to confirm your address.**

Date:

Completed forms should be returned to: [cspensions@finance-ni.gov.uk](mailto:cspensions@finance-ni.gov.uk)

All personal information submitted to Civil Service Pensions is held in accordance with the Civil Service Pensions Privacy Policy which is published on the CSP(NI) website:

[www.finance-ni.gov.uk/civilservicepensions-ni](http://www.finance-ni.gov.uk/civilservicepensions-ni)