

Opting out of the Local Government Pension Scheme

Please read *Why it pays to be a member* (over the page) before you fill in this form.

If you are certain you want to opt out of the Local Government Pension Scheme, please fill in this form and give it to your employer. You can only opt out **after** you've become a member of the scheme. If you have more than one job, you'll need to complete a separate form for each job you want to opt out for.

Don't forget to read the declaration and sign this form before you send it back to your employer.

If you don't fully complete this form your employer won't accept it as a valid option and will return it to you.

About you

Your pension scheme member number	National Insurance number <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Surname	First name(s)
Title	Date of birth <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Home address and postcode	

About your job

Your employer
Which job do you want to opt out of the pension scheme for? (put the job title)
Your pay reference (if you know it)

Declaration

- I have read the *Brief guide to the LGPS* and I understand that by opting out I am giving up a guaranteed package of pension benefits backed by law, and that I may have a lower income when I retire because of this.
- I want to opt out of the Local Government Pension Scheme. Please stop deducting contributions from my pay immediately and give my pension fund administering authority the information they need to update their records.
- I understand that when I stop paying into the LGPS, if I pay income tax on my pay this will go up.
- I understand that opting out means my employer will not pay contributions to a pension scheme for me.
- I understand that if I am opting out of the pension scheme more than two years after I joined, or I have other LGPS benefits, I won't be entitled to a refund of my contributions.
- I understand that if I have transferred other pension rights into WYPF or LPF this might affect my entitlement to a refund of my contributions.

Signed	Date
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Do not post this form to WYPF – please send it direct to your payroll/pension department

Why it pays to be a member

- **You get a guaranteed pension for life that goes up every year in line with the cost of living**
- **You can give up part of your pension for a tax-free lump sum**
- **You get a pension at any age if you become too ill to work***
- **You can retire from age 55 if you're made redundant or your employer consents***
- **You can retire from age 55 on reduced benefits***
- **If you die there's a lump-sum death grant of at least three times your pay – and you can choose who it goes to**
- **There's a pension for your spouse, civil partner or eligible cohabiting partner if you die**
- **There are pensions for your (eligible) children if you die**
- **You can pay extra to increase your pension benefits**
- **You get tax relief on your pension contributions**
- **There are no hidden fees or charges**
- **For every £1 you pay into the scheme your employer pays an average of £2**
- **Your pension benefits are guaranteed in law and not affected by share prices or the stock market**

*a minimum membership requirement applies

Notes

1. If you opt out of the scheme your entitlement will depend on your membership of the scheme, as follows.
 - If you've been in the scheme for less than three months you'll be treated as never having been a member and you'll get a refund of your contributions through your pay
 - If you've been in the scheme for between three months and two years
 - If you joined the scheme after 31 March 2014 you will be entitled to a refund of contributions from the pension scheme
 - If you joined the scheme before 1 April 2014 you will be awarded deferred benefits in the scheme or you can elect for a refund of contributions from the pension scheme within six months of opting out
 - If you've been in the scheme for more than two years, or you have other LGPS benefits, you'll be awarded deferred benefits in the scheme
 - If you've transferred other pension rights into WYPF this might affect your entitlement to a refund of contributions
2. If you opt out of the LGPS and then change your mind you can rejoin the scheme as long as you are under the age of 75 and you still work for an employer in the LGPS. Please ask your employer if you want to rejoin the LGPS. But, if you are entitled to deferred benefits for your first period of membership, you won't be able to link these to your new membership, unless the periods of membership are concurrent.
3. If you stay opted out, your employer will normally automatically put you back into the LGPS around three years from the date they started auto enrolment into the pension scheme. You will be able to opt out of the scheme again at that time.
4. If you change employer, your new employer will normally put you into a pension scheme straightaway.
5. Your employer can't ask you or force you to opt out. If you're asked or forced to opt out you can tell the Pensions Regulator – see www.thepensionsregulator.gov.uk. Equally, no one can force you to remain a member, but you should understand the implications before opting out.

Additional information about your decision to opt out

To help the pension fund and your employer understand a bit more about your decision to opt out of the Local Government Pension Scheme please indicate your reason below by ticking the appropriate box.

We won't record the information you give us here on your pension record at West Yorkshire Pension Fund.

I'm in another pension scheme

Personal financial reasons

I'd like to know more about the scheme before I join it

I don't plan on staying in this role long term

I have a number of different jobs and don't want to be in the scheme in this one

I'm already getting a pension and don't wish to contribute to another

Other (please give the reason in the space below)