

For employees

Opt-out notification

If you want to opt out of your workplace pension, please complete this form and return it to your employer, within the timescales advised by them. If you don't meet these timescales, then you'll be an active member of the scheme and contributions to your pension will start. If this happens then any contributions made can't be refunded.

Your full name

Your employer's name

Your National Insurance (NI) number or your date of birth

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In submitting this form you're confirming that you:

- wish to opt out of your workplace pension saving;
- agree that if you opt out you'll lose the right to pension contributions from your employer, and
- acknowledge that if you opt out you may have a lower income when you retire.

Date of signing

D	D	M	M	Y	Y	Y	Y
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Your signature

What you need to know

- Your employer can't ask or force you to opt out.
- If you're asked or forced to opt out you can tell the Pensions Regulator – see [tpr.gov.uk/concern](https://www.tpr.gov.uk/concern)
- If you change your mind you may be able to opt back in – write to your employer if you want to do this.
- If you stay opted out your employer will normally put you back into a workplace pension in around three years.
- If you change your job your new employer will normally put you back into a workplace pension straight away.
- If you have another job your other employer might also put you into a workplace pension, now or in the future. This notice only allows you to opt out of a workplace pension with the employer you name above. A separate notice must be filled out and given to any other employer you work for, if you wish to opt out of that workplace pension as well.

If your personal circumstances mean you need any additional support, or if you'd like a large print, Braille or audio CD version of this document, please contact [aegon.co.uk/support](https://www.aegon.co.uk/support)



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