

Pension Scheme Membership

I wish to become a member of a workplace pension scheme run by my employer.

Surname: <i>(please print)</i>	
Forename: <i>(please print)</i>	
National Insurance number:	
Employee number:	

I confirm I personally submitted this notice to join a workplace pension scheme.

Signed: **Dated:**

Please return this form to the Pensions Office by email to pensions@reading.ac.uk, or send to the HR Office in Room 1.10 in Whiteknights House.

For Pensions Office use only:

Date of Receipt	Earnings in Month Request Rec'd	Age in Month Request Rec'd
Result of Assessment		Automatic Enrolment Date
Eligible Jobholder / Non-eligible Jobholder / Entitled Worker		
Joining Type and Salary Sacrifice Assessment (Based on Lower Earnings Limit)		
Earnings greater than LEL (Opt In) / Earnings less than LEL (Joining Notice)		
Scheme on Trent		
Salary Sacrifice: EE URPS / USS 2016 Pension Salary Sacrifice - UoR Non Salary Sacrifice: URPS / USS 2016 Pension – UoR		
Signed for Pensions Office		Dated