

# OPT OUT FORM

## Universities and Colleges Retirement Savings Scheme (UCRSS)

### Your details

To be completed by the *employee* - please use CAPITAL LETTERS

Surname

Title

First Name(s)

Marital Status

Date of Birth

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Employee No.

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National Insurance No.

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### Declaration of Opting Out of Pension Saving

I declare that I wish to opt out of the UCRSS.

I understand that by opting out I will lose the right to pension contributions from my employer.

I understand that if I opt out I may have a lower income when I retire.

Signed

Dated

If submitting electronically, please confirm you are personally submitting this notice to opt out.

Please return form to: [payrollservices@lincoln.ac.uk](mailto:payrollservices@lincoln.ac.uk)

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### What you need to know

The opt out will take effect from the first of the month following the date of this form.

If you change your mind, you may opt back in by completing the Application to Join form.

If you remain opted out of the scheme, you will normally be automatically put back into pension saving in around three years. Your employer cannot ask, or force, you to opt out. If so, you can contact The Pensions Regulator.

If you change your job, your employer will normally put you back into pension saving straight away.

If you have another job, your other employer might also put you into pension saving, now or in the future.

This opt out form only allows you to opt out of pension saving with the University of Lincoln.