

Affix Recent
Passport
Photograph

STANDARD NOTICE FOR 25% BENEFIT APPLICATION

Note: * Indicates Mandatory Fields

1. RSA Holder's Details

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*Surname

*First Name

Middle Name

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*PIN

*Date of Birth
(dd/mm/yyyy)

*Sex (M/F)

*Effective Date of disengagement
/Resignation
(dd/mm/yyyy)

*Marital Status

*Permanent Home
Address:

*Email Address:

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*Mobile Tel. Number

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2. Employment Details

*Employer's Name
and Address

*Email Address

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*Telephone No.

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3. PFA Certification (For Official Use ONLY)

PFA Code:

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Certification by PFA:

Authorized Signatory

Official Stamp

Name: _____ Designation: _____ Date: _____

DOCUMENTS TO BE ATTACHED:

- i. Birth certificate/age declaration
- ii. Exit letter or acceptance of the resignation
- iii. Valid means of identification
- iv. VG Pensions account details form
- v. Application letter for withdrawal of 25% retirement benefit
- vi. Indemnity form (must be signed by the client and stamped and signed in the court)
- vii. Pay slip (must be within 3 months of disengagement/resignation)