



JAGUAR LAND ROVER DEFINED CONTRIBUTION FUND - Change Form

If you wish to amend the level of your current contribution rate, Opt Out or make a one off single payment to your Jaguar Land Rover Defined Contribution Fund, please complete and sign this form and return it to the address shown below.

Personal details

Full Name:	<input type="text"/>	Employee Payroll No:	<input type="text"/>
Home Address:	<input type="text"/>	National Insurance No:	<input type="text"/>
Postcode:	<input type="text"/>	Date of Birth:	<input type="text"/>

Please complete the applicable box below:

I would like to amend my existing regular contribution to % * of my pensionable Pay.

I would like to Opt out of the Pension Scheme, please tick box earliest date

I would like to make a one off single contribution, insert amount £ earliest date

Ordinarily this contribution will be by way of a reduction in your pensionable salary under the Pension Salary Sacrifice (PSS) arrangement. If, however, you have opted out of the PSS arrangement, then your payments will be deducted from your earnings after tax, net of basic rate tax. Scottish Widows will then add basic rate tax to your payment and invest it as soon as it is received. Higher rate tax payers should refer to the guide to pension plan tax for details of how to reclaim higher rate tax relief.

* Please note that unless you are also a contributing member of the Jaguar Pension Plan, the Jaguar Executive Pension Plan or the Land Rover Pension Scheme this cannot be less than 4% and in any case must be a whole number.

Authorisation

I authorise Jaguar Land Rover to reduce my salary / deduct the revised contribution as shown above and forward these contributions to Scottish Widows to be invested in the plan held in my name.

Signed

Date

Notes - If the amount of pension built up or contributions paid for or by you for all registered pension schemes that you are in, ending in a tax year, exceeds £40,000 (your annual allowance), you may be taxed on the excess, although you may be able to offset some of the tax payable if you have not used the whole of your annual allowance in the previous three tax years. In some circumstances your annual allowance may be lower e.g. tapering towards £10,000 for higher earners or £4,000 if you have begun drawing a pension. **You are responsible for checking your own annual allowance and telling HM Revenue & Customs how much of your annual allowance has been used in your Self Assessment Tax Return.**

Please return the completed form either by post or scan and email a copy to the addresses below:-

Payroll, Mail Drop: 53S7/4. Block 17, Lode Lane, Solihull. B92 8NW.

Email Address: Monthly Pay – mnthpayl@jaguarlandrover.com

Weekly Pay – weeklpy@jaguarlandrover.com