

PERSONAL INFORMATION FORM

Equity Pension Scheme

Equity Pension Scheme

TO JOIN THE EPS, SIMPLY COMPLETE THIS SHEET AND RETURN IT IN THE PREPAID ENVELOPE PROVIDED OR FAX TO 020 8686 5559 OR E-MAIL TO eps@firstact.co.uk

ALTERNATIVELY, YOU CAN JOIN BY SIMPLY CALLING US ON 020 8686 5050 AND SUPPLING US WITH THIS INFORMATION VERBALLY.

MR / MRS / MISS / MS / OTHER _____ (please complete using Biro)

SURNAME _____

FIRST NAMES _____

PROFESSIONAL NAME (if different) _____

ADDRESS _____

POST CODE _____

HOME TEL No. _____

MOBILE No. _____

E-Mail ADDRESS _____ @ _____

DATE OF BIRTH _____

NATIONAL INSURANCE NUMBER _____

OCCUPATION _____

IF YOU HAVE ANY QUERIES PLEASE CONTACT **ANDREW BARKER** OF FIRST ACT ON 020 8686 5050 OR andrew.barker@firstact.co.uk

If you intend choose to make personal contributions outside of contract, please refer to the reverse of this form for our proof of identity requirements.

PERSONAL INFORMATION FORM

Equity Pension Scheme

IDENTIFICATION REQUIREMENTS INTRODUCED

The implementation of the Money Laundering Regulation 2003 means that if you choose to make personal contributions that are not contract related, we are obliged to verify your name and address.

If you choose to make personal contributions, you will also need to supply **one** document from each of the categories listed below. The same document **cannot** be used for both categories.

Category A - Evidence of Name

- Inland Revenue tax notification
- Current signed passport
- Resident Permit
- Current UK/EEA Photo driving license
- Current Full UK driving license (old style)
- Firearms/shotgun certificate
- State Pension or Benefits Book

Category B - Evidence of Address (your current address must be on the document)

- Most Recent Mortgage Statement
- Current Local Authority Tax Bill
- Local Authority rent card or tenancy agreement
- Bank / Building Society statement
- Recent Utility Bill (not mobile phone)
- Current UK/EEA Photo driving license
- Current Full UK driving license (old style)
- State Pension or Benefits Book
- House or Motor Insurance Certificate

We fully understand the problems that producing these documents might present but trust that you will appreciate that this legislation has been introduced to protect us all against financial and identity crimes.

We adhere to the Data Protection Act 1998 and can assure you that all documents will be treated in the strictest confidence and returned to you by Royal Mail Recorded Delivery.

Please write to us if you do not wish to receive information about other products and services provided by us. If you do not wish to receive marketing approaches from AVIVA, write to FREEPOST, Mailshot Exclusion Team, PO Box 8412, Derby. DE1 1SB.