

Application to increase contributions

Stakeholder Pension Plan

NOTES TO SECTION C

- (1) The amount of tax relief you can receive is subject to an upper limit set by the Government. In each tax year, relief is only available on payments which do not exceed the higher of 100% of your UK taxable earnings, (less basic rate tax relief) and £3,600 gross. If payments to this plan, and any other pension plans you have, when added to the basic rate tax relief received, exceed this limit, the excess will not be eligible for tax relief.
- (2) We will add basic rate tax relief to the amount you pay. This figure includes any payments made on your behalf by anyone other than your employer.
The minimum you can pay is £20 net.
- (3) This is the actual amount your employer will pay to us. The minimum your employer can pay is £20 gross.
- (4) Where this application is to join through your employer's Stakeholder pension arrangement, the amount and payment date will be set by them. To comply with the late payment rules set by The Pensions Regulator, payments which are made through your employer's bank account must reach Scottish Widows by the 19th of the month following the deduction from salary.
For all other cases please choose a payment date up to the 28th of the month.
- (5) The minimum single payment is £20 net. When writing a cheque, it will help prevent fraud if you include additional information on the Payee line. For example "Scottish Widows re: your name/policyholder's name, reference/policy number xxxxyz". Remember to draw a line through unused space on the cheque so extra numbers or names cannot be added.

C. Increase to your Retirement Contributions

Currently, you can pay up to £3,600 gross into your plan in each tax year, and receive tax relief on your payments. If you want to pay more than this and still receive tax relief on your payments, the maximum contribution you can pay in each tax year is 100% of your taxable earnings (less basic rate tax relief).

1. Regular Contribution. (see notes 1-4)

(a) What **net increase** in your regular contributions do you want to pay? £

OR

(b) **If you are commencing regular contributions for the first time what net contribution** do you want to pay? £

(i) Would you like us to collect the contribution Yearly? or Monthly?

(ii) What day and month do you want your contributions to commence? (DD MM)

2. Single Contribution. (see note 5)

What **net** single contribution do you want to pay? £

Please enclose a cheque for the single contribution.

D. Investment Instructions

Should the additional payment be allocated to the same fund(s) as the existing payment? Yes No

If 'No', please indicate below how you want the additional payment(s) to be allocated.

Fund	% split for regular payments	% split for single payment
TOTAL	100 %	100 %

You can invest in up to 10 funds at any one time. There may be restrictions on the amounts you can invest in certain funds. Please contact us for details of any restrictions that apply.

Full details of all available funds can be found in our guide 'Fund performance it's all about choice'.

You can also get details online at www.scottishwidows.co.uk

Declaration by the member

I apply to make the increases shown on this application.

(a) I declare that

- (i) to the best of my knowledge and belief all the statements I have made in this application, whether or not in my own handwriting, are correct and complete. I have not kept back any material information.
- (ii) for the purposes of obtaining tax relief, total contributions paid by me, or by another individual on my behalf, to the Scheme, and any other registered pension schemes of which I am a member, will not in any tax year exceed the higher of the basic amount (currently £3,600 gross), and 100% of my relevant UK earnings.
- (iii) contributions paid by me, or by another individual on my behalf, which are paid net of basic rate tax relief, will change if the basic rate of tax changes, to maintain the then total contribution to the Scheme.
- (iv) I will inform Scottish Widows if I am no longer entitled to receive tax relief on my contributions to the Scheme. I will do so by the later of:
 - 5 April in the tax year in which I ceased to be entitled to tax relief; and
 - 30 days after the date I ceased to be entitled to tax relief.

I have read, understood and agreed to each of the statements included on the '**Important notes for applications**' document.

(v) I will inform Scottish Widows within 30 days if:

- my employment status, or my employer, should change from that indicated in this application, or
- I stop residing in the United Kingdom.

You can get a copy of the completed application, Scheme Rules and Policy Provisions from Scottish Widows.

Signature

Date (DD MM YYYY)

Marketing Opt-out

Our policy on Data Protection is included in the additional sheet 'Important Notes for Applications'. If you would prefer not to receive details of other products and services please tick this box . Other Lloyds Banking Group companies will not make marketing approaches to you unless you already have a relationship with them.



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