

Inland Revenue
National Insurance Contributions Office
Services to Pensions Industry
Benton Park View
Newcastle upon Tyne NE98 1ZZ

Request for Guaranteed Minimum Pension/Premium calculation

The employer needs to fill in this form when a Guaranteed Minimum Pension/Premium calculation is required for termination purposes.

1 What to do now

Please:

- read part 2 of this form
- fill in parts 4 to 6 using *CAPITAL LETTERS*, and
- return it to us at the address shown above.

2 Guidance on completing part 6 of this form

Part 6	What to do
Column 1 Calculation designator	After designator 'C' enter the following letter depending on the type of calculation required: R (GMP (S148/Fixed Rate Revaluation)) S (CEP) T (GMP/Limited Rate Revaluation) Q (Transfer Premium)
Column 4 National Insurance number	Enter the member's National Insurance number. If the National Insurance number is not known, enter the person's surname, full forename(s), date of birth and termination details on a separate form CA1604.
Column 5 Surname	If the surname has changed in the last twelve months, also enter the previous surname.
Column 7 Employees reference number	Enter Employees reference number or Scheme Contracted-out Number (SCON) - no more than 9 characters.
Column 8 Start date	If you hold a previous transfer into your scheme please remember to quote the initial starting date of the transferred in scheme.

2 Guidance on completing part 6 of this form (continued)

Part 6	What to do
<p>Column 9 Date to which revaluation of Guaranteed Minimum Pension is needed/Date of election to pay Transfer Premium</p>	<p>For Guaranteed Minimum Pension purposes: if the date to which revaluation is required falls in the same tax year as the date of termination entered in column 8, column 9 should be left blank. Otherwise, the date to be entered must not be later than the end of the current tax year. An earlier date may be entered if the amount of Guaranteed Minimum Pension is required at that earlier date.</p> <p>For Limited Rate: the date of termination must be before 6 April 1997.</p> <p>For Transfer Premium (TP) purposes: enter the date of election to pay the Transfer Premium (TP) in column 9. The date of election must be before 6 April 1997. Only complete for tax years up to and including the 1996/97 tax year.</p>
<p>Column 10 Employee's earnings between the Lower Earnings Limit and Upper Earnings Limit</p>	<p>Enter the amount shown in column 1(d) of the End of Year Summary, form P14 or on the Deduction Working Sheet, form P11 or equivalent.</p>
<p>Column 11 Dual Guaranteed Minimum Pension calculation</p>	<p>If Dual Guaranteed Minimum Pension calculation is required please enter 1 in column 11 shown on the last page of this form. This option is only available where the request is for Guaranteed Minimum Pension or Guaranteed Minimum Pension and Limited Revaluation Premium (LRP).</p>

3 Improving our service to you

We are always pleased to receive your comments and suggestions about how we can improve our service. Please contact us at the address or telephone number shown if you have any comments or are unhappy with our service.

How to contact us

If you need to contact us please call the Contracted-out Pensions Helpline on 084591 50150, textphone 084591 53296
Open 8.00 am to 5.00 pm Monday to Friday.

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4 Employer's details

Scheme Contracted-out Number (SCON)

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5 Details required

Please ✓ the appropriate box(es), and fill in the necessary details.

For the person(s) named in part 6 of this form please give me details of the:

- Contributions Equivalent Premium (CEP)/Certified Amount.
- Guaranteed Minimum Pension.
- Guaranteed Minimum Pension/Limited Revaluation Premium (LRP)
The date of termination must be before 6 April 1997.
- Transfer Premium (TP)
The date of election must be before 6 April 1997.

Signature by, or on behalf of, the employer

Name

Date

Position in company

12

Address for correspondence

66-93

94-121

122-149

150-177

178-186

Postcode

Daytime telephone and fax number (including national dialling code) Tel

 Fax

