

# ITB PENSION FUNDS - DB SECTION

## Additional Voluntary Contribution (AVC) Investment Selection Form

### About you

Miss/Mrs/Ms/Mr/Other:	Surname:	Forenames
Date of Birth:	National Insurance Number:	Employer:
Address:		

### Effective Date

The change(s) detailed in this form are to be effective from: \_\_\_\_\_

### Declaration

*The ITB AVC arrangement is currently administered by Legal & General Assurance Society Limited (L & G). By signing this form I acknowledge that my Employer and/or the ITB Pension Funds will pass certain personal data it collects about me to L & G, which might reasonably be required by them to manage my AVC fund. L & G will hold and process my personal data for those purposes as the data controller and any enquiries concerning the processing of your personal data in connection with the ITB AVC arrangement should be sent to: L & G at Legal & General Assurance Society Limited, City Park, The Droveaway, Hove, BN3 7PY.*

*I authorise the ITB Pension Funds and its nominated provider to carry out my instructions set out in this form. I understand that my instructions will take effect as soon as possible after receipt of this form, unless an effective date is shown above.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Continued overleaf

**Section A – AVC Investment Decision** – to be completed by a member commencing AVCs, or by a member already paying or has previously paid AVCs that wishes to change between the Default (Lifestyle) Option and their Fund Choice.

I would like to invest my AVCs using the approach indicated below  
(Please select **either** the Fund Choice or Relevant Life Style Option).

**Fund Choice**

With the Fund Choice Option, you can change how your future contributions are invested by completing the table to the table right.

Please insert the percentage you would like to invest in each fund in the relevant column.

**\* Note: if you are a current active payer of AVCs your future contributions will be split according to the investment choices you make.**

Fund	Percentage of Funds*
Global (part UK/part Overseas) Equity Fund	
Diversified Growth Fund-Standard Life Fund	
UK Index-Linked Government Bond	
UK fixed-interest Government Bond	
UK Corporate Bond	
Multi-asset fund (ITB multi-asset strategy)	
Ethical	
Shariah	
Cash	
<b>Total</b>	<b>100%</b>

## Lifestyle Options

A lifestyle strategy is designed to meet member's investment objectives as they go through their career. This involves investing in higher risk/ higher rewards funds during what is called a "growth phase" and then moving gradually to lower risk assets as a member approaches retirement. This move to lower risk assets is designed so that at the time a member reaches retirement their pension is invested in a way that aims to meet their retirement objectives.

You are able to choose a target retirement age under the lifestyle strategies, which will determine the funds into which contributions are invested on your behalf and when these investments take place. The target retirement age you select is not binding and can be changed at any point by completing an Investment Choice form. If you do not elect a target retirement age the default age will be set to your 65th birthday.

**Cash Lifestyle Fund (Default Lifestyle Fund)**

**Annuity Lifestyle Fund**

**Drawdown Lifestyle Fund**

**My selected retirement age is:**

Even though this reflects your intentions of when you wish to draw your pension, this does not commit you to retiring at this date and you may subsequently change this at any time by completing another Investment Choice Form and returning it to the ITB Pension Funds' Office

**Section B – Switch of Existing Investment – to be completed by a member already paying or who has previously paid AVCs, that wishes to change the funds in which they are invested.**

Please confirm below the percentages of the existing investment to be switched, the fund(s) to which the investment is now to be applied and the proportion to be applied to these funds. Please use the example for guidance purposes.

**Example** A member currently invests 50% of their AVC's in the Cash Fund. They wish to switch this investment to the Diversified Growth Fund and UK Corporate Bond, with 25% into the Diversified Growth Fund and 75% in the UK Corporate Bond. This would be shown as:

Investment Fund	% of existing investment to be switched	Fund(s) into which the investment is now to be applied	% of amount being switched to be applied to each new fund
Cash Fund	100%	Diversified Growth Fund	25%
		UK Corporate Bond	75%

Investment Fund	% of existing investment to be switched	Fund(s) into which the investment is now to be applied	% of amount being switched to be applied to each new fund
	%		%
	%		%
	%		%
	%		%
	%		%
	%		%

If you require further boxes, please continue on a separate sheet of paper and enclose with the form.

**Member Action:**

**Please send this form to ITB Pension Funds, 23 King Street, Watford, Hertfordshire, WD18 0BJ.**