

Leaving notice

Information to leaving on the back

Name _____ First name _____
Address _____ Post code/city _____
AHV-No _____ Leaving date _____
Civil status _____ Tel-No. (private) _____

Are you fully fit for work at the time of termination of your employment?

☐ Yes ☐ No, I am unable to work at _____ %

Type of leaving

☐ **Change of employment with new employer** (please enclose pay-in slip of the new pension scheme)

Name of the new employer _____
Post code/city of the new employer _____
Name of the new pension scheme _____
Address of the new pension scheme _____
Post code/city of the new pension scheme _____

☐ **No new employer:** Because I will not be affiliated to a new pension scheme at the moment, I request the opening of a blocked vested benefit account with the following bank/vested benefit foundation:

- ☐ IGP-Foundation Berne (the account will be opened by Ascom Pensionskasse)
☐ Other bank/vested benefit foundation: please enclose form for opening the account and pay-in slip (the account has to be opened by the insured person)

☐ **Cash payment** (signature of the spouse necessary, if married)

- ☐ Because I am leaving Switzerland for good (confirmation of de-registration with the local authorities is necessary)
☐ Because I shall become self-employed (disposal of the AHV Compensation Fund is necessary)
☐ Because my vested benefit account amounts to less than my personal saving contribution for one year.

Name of the bank _____
Address _____
Post code/city of the bank _____
Details for payment (IBAN or PC) CH _____

Place / date

Signature of the insured person

Place / date

Only in case of cash-payment:

Signature of the spouse
Enclose cope of an identification paper (passport or
Identity card)

Information about the leaving from the Ascom Pensionskasse

We need your help in order to be able to transfer your termination benefits. Please return this leaving form as soon as possible and duly filled-in to us.

In accordance to the Swiss Federal Law on Vesting in Pension Plans (LFLP/FZG) we are obliged to transfer your termination benefit to the pension scheme of your new employer. In the case you do not enter in a new pension scheme, the following possibilities are given:

Transfer of the termination benefit to a vested benefit account with a bank

- If you agree, we will open a vested benefit account for you with the IGP Foundation (IGP-Freizügigkeitsstiftung, Postfach 134, 3000 Berne 6)
- If you prefer another bank, so we kindly ask you to open the account and send the opening form as well as the pay-in slip to us.
- If we do not receive any response from you, then, after six months from your leaving day, we will transfer your termination benefits to the Substitute Occupational Benefit Institution, e.g.

Stiftung Auffangeinrichtung BVG
Administration Freizügigkeitskonten
Postfach
8036 Zürich
Tel. +41 41 799 75 75.

In this case please notice the incurring administration costs for the opening, the keeping and the dissolution of the account

Cash payment of the termination benefits

You can request the cash-payment, if one of the following conditions is fulfilled:

- **You leave Switzerland permanently**
We need a confirmation from the local authority (control of resident population) or from the responsible foreigner's office
- **You move to an EU or EFTA country**
The full amount of your termination benefits can only be paid-out if at your new domicile you are not subject to a national obligatory insurance for disability, death and old-age. Please contact us in order to clear how to proceed.
- **You take-up a new independent employment (self-employed)**
We need a confirmation from the competent AHV Compensation Fund that you are full-time self-employed (regular occupation)
- **The full amount of the termination benefits is less than the employee contribution for one year.**
This can occur, if you have paid contributions only for a few months.

Married insured persons or bound by civil partnership have to provide the written consent of the spouse or the partner in case of cash-payment of the termination benefits. Please enclose copy of the passport or identity card.

Cash payments exceeding CHF 5'000.00 will be announced to the Federal Tax Department (if not subjected to source taxation).

Risk coverage for death and disability after leaving form APK

According to the law you remain insured for both risks during a month after leaving APK, if you do not enter a new pension scheme immediately after the leaving.

Afterwards you have the possibility to take a non-compulsory insurance with the Substitute Occupational Benefit Institution (Stiftung Auffangeinrichtung BVG, Birmensdorferstrasse 83, Postfach, 8036 Zürich, Tel. 041 799 75 75). However, if you are entitled to benefits from the unemployment insurance you will automatically be insured for the risks of disability and death with the unemployment insurance. The accomplishment of this insurance applies to the Unemployment Insurance and the Substitute Occupational Benefit Institution.

Please contact us if you have any questions. We are glad to help you.