

# Additional Voluntary Contributions Application Form

Please complete the following, using **BLOCK CAPITALS**.

<b>Full name</b>
<b>Employee number</b>
<b>National Insurance number</b>
<b>Date of birth</b>

I wish to pay Additional Voluntary Contributions to the Defined Benefit (DB) Section of Prudential Staff Pension Scheme (the Scheme).

- I wish to pay a regular monthly contribution of £  from 1<sup>st</sup> /  /  \*
- I currently pay £  a month in free-standing Additional Voluntary Contributions.\*
- I want to pay a one-off lump sum through payroll of £  \*

\* Please complete if appropriate.

The Company operates a salary exchange arrangement called Pensions Plus. Pensions Plus is a way to make contributions to the Scheme that may increase your take-home pay by reducing your National Insurance contributions. You can choose not to participate in Pensions Plus by ticking the appropriate box opposite. You can find out more information in 'Your Guide to Pensions Plus' which is available from your local HR team.

If I participate in Pensions Plus, I acknowledge that my salary will be reduced by the amounts described above and that this will represent a change to my contract of employment. By signing and returning this Form I am consenting to this change to my contract of employment. If I choose not to participate in Pensions Plus, I authorise the Company to make the appropriate deductions from my salary.

☐ **I wish** to participate in Pensions Plus in relation to my Additional Voluntary Contributions.

☐ **I do not wish** to participate in Pensions Plus in relation to my Additional Voluntary Contributions.

**Note**

You are responsible for monitoring your position regarding the Annual Allowance and Lifetime Allowance and submitting the relevant information to HM Revenue & Customs, where necessary. Further information on these allowances is available on the website [www.prudentialstaffps.co.uk](http://www.prudentialstaffps.co.uk).

The decisions you take, and as indicated in this Form, will be effective from the first day of the calendar month following receipt. Once completed this Form should be returned to:

**Prudential Staff Pension Scheme  
XPS Administration  
Priory Place  
New London Road  
Chelmsford  
CM2 0PP**

**Small Print**

M&G plc or companies whose ultimate parent company is M&G plc. For the avoidance of doubt, this can include the Principal Employer and/or any associated company/employer that offers you membership of the Scheme through your contract of employment. If you joined the Scheme prior to October 2019, the Company was known as Prudential plc but on 21 October 2019, the Company became known as M&G plc.

All benefits are payable in accordance with the Trust Deed and Rules, the legal document governing the Scheme. In the event of any discrepancy between any information provided to you and the Trust Deed and Rules, the Trust Deed and Rules will prevail.

**Your  
signature**

**Date  
(dd/mm/yy)**