APPLICATION FOR PAYMENT FROM RETIREMENT SAVINGS ACCOUNT. - PUBLIC SECTOR

I hereby apply for withdrawal from my Retirement Savings Account (RSA). Find below my application details:

RSA Number: P E N

Date: (dd-mm-yyyy)

Affix Passport Picture Here (Kindly write your RSA PIN on the reverse side)

Title	Surname	First name	Other names
Sex	E-mail		Date of Birth (dd-mm-yyyy)

Residential address (*Kindly note that the address & phone number would be used for further correspondence with you*)

Mobile Number		Alternate Number	

NOK Details

NOK Name (Surname First)	NOK Telephone Contact	

Last Employer details

Employer Name	
Department	Designation

Bank Payment details

Bank Account Number		Bank Name	Bank Branch
Bankers Confirmation Letter		Statement of Account		Photocopy of Cheque-leaflet	

Please note: ONLY applications with complete documents would be accepted and processed.

APPLICATION CHECK LIST FOR PUBLIC SECTOR	Official Use	Mode of exit	
Retirement letter		Termination	
Retirement benefit registration slip		Resignation	
Letter of first appointment/Attestation letter		Voluntary retirement	
Official ID (staff ID with any Regulatory ID card)		Mandatory retirement	
Document validating bank details		Others (specify)	
Pay slip for any of the last three months			
A passport photograph			
Proof of enrollment with LPPFA			
Agreement (Pw/Annuity) with Consent form			

Note: **ALL** alterations on this form **MUST** be counter signed by the Customer.

Confirm AVC on RSA (Yes/No) ____ **Do you want to Consolidate AVC and Normal Contributions? (Yes/No)** ____

I confirm that the information supplied above by me is true and correct and hereby indemnify LEADWAY PENSURE PFA LTD, and its officers from any liability whatsoever arising out of untrue information provided by me above.

....

Customer's Name ***Customer's Signature& Date***

Official use

Confirm Passport picture of customer with physical appearance		Confirm signature(branches with midas)	

I hereby certify that original copies of all documents submitted were sighted by me, and the application was duly completed.

....

Name of Receiving Officer *Signature & Date* *Branch Telephone number*

✂ _____ _____ ✂

Acknowledgement--**Customer's copy**

PEN..... **Name of Customer**.....

Bank Payment details.

Bank Account Number	Bank Name	Bank Branch

APPLICATION CHECK LIST

Separation letter and Letter of first appointment		Pay slip for any of the last three months	
Retirement benefit registration slip		A passport photograph	
Document validating bank details		Agreement (Pw/Annuity)	
Proof of enrollment with LPPFA		Official ID (staff ID with any Regulatory ID card)	

....

Name of Receiving Officer *Signature & Date* *Branch Telephone Details*

Dear Customer, kindly ensure to collect and keep this acknowledgement for record purpose. For further enquiries, please contact us on 01-2800800 or 01-7644463.

We shall also update you on the progress of your application at every stage of processing till payment of your benefit