



# Local Government Pension Scheme (LGPS) Regulations 2007-08 (as amended)

## OPT-IN FORM

Membership of the LGPS is automatic for all employees. Only complete and return this form if you have previously opted out and wish to re-join. (If you are employed on a casual/sessional contract you will need to speak to the Pensions office before completing this form, as membership is dependant on your contract of employment.)

Further pension scheme information and various forms are available on our Pensions Website at:

[www.barnet.gov.uk/pensions](http://www.barnet.gov.uk/pensions)

### Transfers

If you wish to transfer or amalgamate any previous pension benefits, please refer to our website above.

### Death in service benefits

Please also sign and return an expression of wish form available from our website to nominate a beneficiary(ies) for payment of any lump sum death grant that may become payable.

#### **IMPORTANT**

**Once you have been a member of the pension for 3 months you will be eligible for pension benefits in the scheme and as such you will not be eligible for a refund of contributions.**

Please complete in CAPITALS

TITLE \_\_\_\_\_ SURNAME \_\_\_\_\_

FIRST NAME(S) \_\_\_\_\_

NATIONAL INSURANCE  
NUMBER

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PAYROLL NUMBER \_\_\_\_\_

EMPLOYER/WORKPLACE \_\_\_\_\_

PHONE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### Declaration:

I wish to join the Local Government Pension Scheme from the next available pay date.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**PLEASE ENCLOSE A COPY OF YOUR BIRTH CERTIFICATE OR PASSPORT FOR OUR RECORDS.**

Completed form to be returned to:  
Pensions Office, London Borough of Barnet  
North London Business Park  
Oakleigh Road South  
London, N11 1NP