



Circular 2014/116

TO: All Pension Fund Members

You can make additional contributions to the Pension Fund

Whether you are a member of the University of Johannesburg Pension Fund or the University of Johannesburg Defined Benefit Pension fund you are herewith advised and reminded that you can make additional voluntary contributions to your pension fund.

These contributions will help you to save more for retirement and could therefore increase the retirement benefit you receive from the Fund when you retire.

There will be no additional administration fees payable on these contributions, making this an efficient way to save more without incurring additional administrative charges.

Attached to this notice, please find more information regarding additional voluntary contributions as well as the required form for completion.

As always we remind you to take advice from a financial planner to assist you in planning for your retirement.

The Trustees specifically record that it remains the sole responsibility of a member to seek professional advice and that any advice or communication between an advisor, planner, broker and member remains a personal matter for the member. Members are advised that Alexander Forbes personal financial planners earn commission.

Sincerely,

Evette Vanrenen-Linford
PRINCIPAL OFFICER
University of Johannesburg Pension Fund
University of Johannesburg Defined Benefit Pension Fund
University of Johannesburg Disability Reserve Fund
E-mail: Evettevl@uj.ac.za
Tel: 011 559 4898
2014-02-18



ADDITIONAL VOLUNTARY CONTRIBUTIONS TO PENSION FUND

What are additional voluntary contributions by a member to his/her pension fund?

In terms of the rules of the University of Johannesburg Pension Fund and the University of Johannesburg Defined Benefit Pension Fund, members can make additional voluntary contributions to their pension fund savings. These voluntary member contributions will be invested with a member's other fund savings and cannot be withdrawn separately, except in terms of the rules of the Funds, together with the rest of a member's pension fund benefits.

What kind of additional voluntary contributions can I make?

The first step is to go back to your most recent annual benefit statement. Look at the name of the Fund that you belong to which is shown at the top of the page.

If you are a member of the **University of Johannesburg Pension Fund**, you will be able to make additional voluntary monthly contributions of a set value every month that will be deducted from your salary. You will not be able to vary the amounts monthly or elect to only contribute the amounts now and then. A specific amount must be deducted from your salary; this needs to be a commitment over time, though you can stop at any time by giving notice in writing to UJ Salaries, care of Mrs Theresa Odendaal, Mrs Elsabe Groenewald or Mrs Juanita Barnes. From time to time, you can increase the amounts, but this will not happen automatically when your salary increases.

If you are a member of the **University of Johannesburg Defined Benefit Pension Fund**, you are also now able to make additional voluntary monthly contributions of a set value every month that will be deducted from your salary, irrespective of which membership category you fall under. You will not be able to vary the amounts monthly or elect to only contribute the amounts now and then. A specific amount must be deducted from your salary; this needs to be a commitment over time, though you can stop at any time by giving notice in writing to UJ Salaries, care of Mrs Theresa Odendaal, Mrs Elsabe Groenewald or Mrs Juanita Barnes. From time to time, you can increase the amounts, please note that this will not happen automatically when your salary increases. You can also elect to make additional lumpsum contributions, but these contributions have to be made through the salaries department. Should you wish to make use of this option, please contact the Principal Officer, Evette Vanrenen-Linford on evettevl@uj.ac.za.

What are the tax implications of voluntary contributions?

You need to be aware of the fact that the maximum tax efficient amount of annual member contributions that are deemed tax deductible is 7.5% of pensionable salary. Your contribution rate to the Fund is currently 7.5% or more. In respect of additional voluntary member contributions, the maximum tax deduction per year is currently R1800. This additional contribution will be deducted from your salary after your salary has been taxed and paid across to the Fund together with your normal Pension Fund contribution. Any excess above the R1800 tax deductible limit may be carried forward to your following tax assessment. It is important to consider that the monthly additional voluntary contribution you make to the Fund is a cost effective way of saving more for retirement without incurring further administration fees even though not all your additional contributions may be tax deductible.

Who should I speak to?

Always contact your financial planner before deciding to invest. If you do not have a financial planner, please find an appropriately qualified financial planner in your area by visiting www.fpi.co.za.

Additional Voluntary Member Contributions to a Pension Fund

PERSONAL PARTICULARS

Initials		Employee Number	
Surname			
Full Names			
Identity Number			
Tel Number (Work)		Cell Phone Number	
E-mail Address			
Department / Division			

MY FUND MEMBERSHIP

(Tick the appropriate box to confirm your fund membership)

Member of the UJ Pension Fund	<input type="checkbox"/>	Member of the UJ Defined Benefit Pension Fund	<input type="checkbox"/>
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ADDITIONAL VOLUNTARY CONTRIBUTIONS

I, the undersigned hereby request my employer, the University of Johannesburg, to deduct from my salary every month, the amount below, which will be paid over to my pension fund. I acknowledge that the monthly amount may not be deductible in full for tax purposes, that I make this additional voluntary contribution freely and that I have sought financial advice before committing to the additional voluntary contributions.

The amount that I want to contribute monthly is: R _____-00

I want the monthly deduction to start at the end of _____ (month) _____ (year).

I acknowledge that the first deduction will depend on the closing dates for the payroll preparation.

Signature of Member:	Date:

Completed and signed forms must be delivered / scanned to Mrs Juanita Barnes, Mrs Theresa Odendaal or Mrs Elsabe Groenewald.

E-mail Addresses: juanitab@uj.ac.za OR todendaal@uj.ac.za OR egroenewald@uj.ac.za

Delivery Address: B5 Building, Auckland Park Kingsway Campus