

**NEW MEMBERS:  
TRANSFER TO  
University of Johannesburg Pension Fund  
FROM YOUR PREVIOUS EMPLOYER**

One of the keys to retiring successfully is for you to preserve your pension fund savings every time you change employment. One of the options that you have when you join the University of Johannesburg is to transfer your pension fund savings directly into the University of Johannesburg Pension Fund when you start your employment with the university. But, it is important that you understand that there are other types of funds such as preservation funds that you can move your money into. Therefore, you are encouraged to seek the advice of a suitably qualified financial planner. If you do not have a financial planner, visit the website [www.fpi.co.za](http://www.fpi.co.za) where you will be able to find a suitably qualified person to assist you.

**If you do decide to transfer your pension fund savings to the University of Johannesburg Pension Fund:**

- Make sure you are very clear about your instruction to your previous employer. You do not want to receive your pension fund savings. It must merely be transferred to the University of Johannesburg Pension Fund.
- You then need to instruct your previous employer to prepare a document called a “Request of Transfer” to the University of Johannesburg Pension Fund.
- The University of Johannesburg Pension Fund’s registration number is 12/8/37763. Provide this number to your previous employer.
- The University of Johannesburg Pension Fund’s SARS approval number is 18/20/4/42047. Provide this number to your previous employer.
- The University of Johannesburg Pension Fund is administered by Alexander Forbes. Your employer must send the “Request of Transfer” document to them on the email address: [UniversityofJohannesburgPensionFund@forbes.co.za](mailto:UniversityofJohannesburgPensionFund@forbes.co.za)
- Kindly complete the form below and hand in a copy to Maggie Langedyk via email [magteldl@uj.ac.za](mailto:magteldl@uj.ac.za) or have it delivered to the B5 Building, APK Campus.

## TRANSFER TO UNIVERSITY OF JOHANNESBURG PENSION FUND:

<b>PERSONAL PARTICULARS</b>			
FULL NAMES			
SURNAME			
TITLE		DATE OF BIRTH	
IDENTITY NUMBER		INCOME TAX NUMBER	
<b>PENSION FUND</b>			
PREVIOUS PENSION FUND			
PREVIOUS EMPLOYER			
PREVIOUS PENSION FUND NUMBER			
PREVIOUS PENSIONABLE SERVICE	FROM		TO
CONTACT PERSON AT YOUR PREVIOUS EMPLOYER			
TELEPHONE NUMBER			
E-MAIL			
<b>YOUR CONTACT DETAILS</b>			
E-MAIL			
WORK TELEPHONE NUMBER			
MOBILE NUMBER			

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SIGNATURE

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DATE