

# Local Government Pension Scheme (LGPS) Election to Opt-Out of the LGPS

You should only complete this form if you do not wish to become or remain a member of the LGPS.

<b>Personal details (in Capitals)</b>			
Full Name			
NI Number			
Date of Birth			
Employer		Payroll Ref.	
Address			
		Postcode	
Email		Telephone	

If you have more than one job please indicate if this election is for:

- All employments**
- Specific employment only** (please specify which job/s by using the table below)

<b>Payroll Reference</b>	<b>Job title</b>	<b>Place of work</b>	<b>Contracted hours</b>

<b>Declaration</b>			
<p>I hereby give notice to terminate my membership to the LGPS at the earliest opportunity, having been made aware of and considered the full implications of my actions (please see overleaf).</p> <ul style="list-style-type: none"> <li>• I confirm that I wish to opt out of the pension scheme in the post(s) I have indicated on this form.</li> <li>• I understand that if I opt out I will lose the right to pension contributions from my employer.</li> <li>• I understand that if I opt out I may have a lower income when I retire.</li> </ul>			
<b>Signed</b>			
Signature		Date	

Please return the completed form to us using our contact details as shown in the **Contact Us** section.

# Guidance notes for members wishing to leave the LGPS

## Important information about opting out of the LGPS

- The Government has introduced new laws designed to help people save for their retirement. It requires all employers to enrol their workers into a workplace pension scheme if they are not already in one. This is known as automatic enrolment.
- Although you can opt out of the Local Government Pension Scheme (LGPS) at any point after you start work, under automatic enrolment your employer may have to put you back into the Pension Scheme and start deducting contributions again.
- Your employer must tell you if they enrol you into the LGPS. If you become a member but you do not want to be, you will need to opt out by completing another opt out form, even if you have only recently done so.
- Usually your employer would put you back into the LGPS in about 3 years' time, but because of the way the new laws work, it could be much sooner, so it is important to read, and act on if necessary, any information that your employer gives you.
- You cannot opt out of the LGPS before you have started the employment you wish to opt out of, or before your re-enrolment date, if you have opted out previously and are being automatically re-enrolled by your employer. If you sign and date the form before then it will be treated as an invalid opt out.

## What happens once you opt out

- You must return the completed form to your employer who will then stop deducting contributions from the next available payroll (or later if you have chosen a future opt out date).
- If you opt out of the LGPS within 3 months of joining, and you have not transferred in previous service, your employer will refund you contributions through your pay.
- If you opt out of the LGPS between 3 months and 2 years of joining, and you have not transferred in previous service, the Isle of Wight Pension Fund will write to you providing you with the option of a refund of contributions or transfer to another approved pension scheme.
- If you opt out of the LGPS with two or more years' membership, you will be entitled to a deferred pension benefit in the LGPS. You can only take your deferred pension after you have left your employment.

## What you need to know

By law, we are required to make you aware of the following:

- Your employer cannot ask you or force you to opt out of a workplace pension.
- If you are asked or forced to opt out, you can tell The Pensions Regulator – see the following link [www.thepensionsregulator.gov.uk](http://www.thepensionsregulator.gov.uk)
- If you decide to opt out of membership of the LGPS and subsequently change your mind, you will be able to re-join the Scheme provided you are under age 75 and you remain in an employment that qualifies you for membership of the LGPS.
- If you stay opted out, your employer will normally put you back into pension saving at a future re-enrolment date.
- If you change your job, your new employer will normally put you back into pension saving straight away.
- If you have another job, your other employer might also put you into pension saving, now or in the future. This notice only allows you to opt out of pension saving with the employer you name above. A separate notice must be filled out and given to any other employer you work for, if you wish to opt out of that employer's pension saving as well.

## Please remember that the Scheme currently provides the following benefits

- Secure benefits
- Pension on retirement
- Inflation proof pensions
- Employer contributions
- Early retirement benefits
- Ill health pension
- Death in service benefits
- Spouse's / Civil partner's pensions
- Nominated cohabiting partner's pensions
- Dependant's allocated pensions
- Children's pensions
- Tax free cash option on retirement
- Tax relief on contributions

## Contact Us

If you would like further information about the LGPS, you can contact us:

**Pension Admin Team, Isle of Wight Council Pension Fund,  
Business Centre, County Hall, Newport, Isle of Wight PO30 1UD**

**Email:** [pensions@iow.gov.uk](mailto:pensions@iow.gov.uk)

**MSS online portal:** <https://www.iwcpensions.co.uk>

**Telephone:** 01983 823626

**Website:** IWPF <https://www.isleofwightpensionfund.org>