



We create chemistry

BASF UK Group Pension Scheme - BPP & Group DC Sections ("the Scheme")

Pension Salary Sacrifice Opt-Out Form

Personal details

Please complete the following boxes in BLOCK CAPITALS

Title (Dr/Mr/Mrs/Miss/Ms):	Forename(s):
Surname:	National Insurance No:
Date of birth:	Site:
Address:	
Postcode:	Payroll reference: (shown on your payslip)

Opt out of pension salary sacrifice

"I confirm I have read the pension salary sacrifice factsheet 10 and that I **do not** wish to participate in pension salary sacrifice. I acknowledge that by **not** participating in pension salary sacrifice, I **will not** benefit from any *National Insurance Contribution* savings or the *additional savings pension contributions* offered by the Company. I will, instead, make *regular member pension contributions* from my *pensionable salary* into the BASF UK Group Pension Scheme. **(Please tick the box).**

I understand that by opting out of pension salary sacrifice at this time, I **will not** be able to participate in pension salary sacrifice until the next *annual renewal date* (1 April each year), unless I experience a specified *lifestyle event*".

Please sign and return this form to the HR Department at Cheadle (see overleaf for details):

- If you are opting out on the *annual renewal date* (1 April) you need to return the form **by 31 March**, or
- If you are a new starter - **before you commence employment.**
- If you wish to completely opt out of the BASF UK Group Pension Scheme, you will need to complete and return a separate Opt Out of the Scheme form, available from the *pension website* at:
<http://ukpensions.basf.co.uk>

You should also keep a copy of all forms completed for your records.

Please note if this form is not returned by the above dates, you will be automatically included in pension salary sacrifice until the following *annual renewal date* (1 April) or, if earlier, the date you leave the Scheme.

Signed:	Date:
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Once you have completed this form, you will need to return it to:

**BASF plc, HR Department,
PO Box 4, Earl Road,
Cheadle Hulme, Cheshire,
SK8 6QG**

Alternatively, once you have **signed the form**, you **can scan** it and email it to:

hr.plc@basf.com

Your email must include a statement that you are personally submitting the form(s).

You should also keep a copy of the form for your records.

