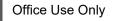


Fax: (902) 620-3096 Email: peipspp@gov.pe.ca www.peipspp.ca



# APPLICATION FOR MONTHLY PENSION BENEFIT

Freedom of Information and Protection of Privacy Act Personal information on this form is collected under clause 31(c) of the Freedom of Information and Protection of Privacy Act R.S.P.E.I. 1988, Cap. F-15.01 as it relates directly to and is necessary for the administration of the pension plan and will be used for that purpose. Under certain circumstances (e.g., valuing pension benefits) some information may be released subject to the provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about this collection of personal information, you may contact the Manager of Pension & Benefits at 902-368-4200.

#### **Complete Sections 1 through 8 and sign at the bottom of Page 2**

### Section 1 – Member Information (PLEASE PRINT CLEARLY)

LAST NAME			FIRST NAME & INITIAL(S)				
GENDER	SOCIAL INSURANCE NUMBER:		DATE OF BIRTH (DD/MMM/YY)				
PERSONAL EMAIL ADDRESS		HOME PHONE NO.	ENO.		CEL	CELL PHONE NO.	
MAILING ADDRESS							
CITY			PROVINCE		POSTAL CODE		
RESIDENT ADDRESS (IF DIFFERENT THAN MAILING ADDRESS)							
СІТҮ				PROVINCE		POSTAL CODE	

#### Section 2 – Retirement Date

Your pension benefit shall not begin any earlier than the first of the month in which your application is received by the Pension and Benefits office.

You've decided to retire on:	DD-MM-YYYY

#### Section 3 – Declaration of Marital Status

In accordance with the Public Sector Pension Plan Act (PSPPA) you must declare whether or not you have a spouse.

I have a spouse	I do not have a spouse
Legally married	□ Single
Common-law relationship	Widowed
	□ Divorced
☐ Separated	□ Separated

#### If You Have A Spouse, Provide the Following Information:

SPOUSE'S LAST NAME			SPOUSE'S FIRST NAME & INITIAL(S)			
DATE OF BIRTH (DD/MMM/YY) EMAIL ADDRESS			PHONE NO.			
MAILING ADDRESS (if different than Plan Member)		CITY/TOW	Ν		PROVINCE	POSTAL CODE

### Section 4 – Direct Deposit Information

Your pension will be paid via direct deposit. Select one of the following:

	ize the Pension Office to use my current Peoplesoft payroll deposit information nent of my pension benefit.
	OR
I have at	ttached a void cheque or a direct deposit form from my financial institution.
	ome Tax Credits its reduce the amount of tax withheld from your pension. Select one of the following:
	side in Canada and wish to claim the Basic Personal Amount for income tax credits. <i>s required</i> .
A comple	side in Canada and wish to claim <b>more</b> than the Basic Personal Amount for income tax credits beted 'Federal Income Tax Credit Return Form (TD1)' and 'Provincial Personal Income dit Return Form' specific to your province of residence is required.

I will reside outside of Canada. *No forms required. Country of residence treaty will dictate the amount of income tax to be withheld.* 

# Section 6 – Increase Tax Deductions by Withholding More Tax:

State the amount of additional tax you want to have deducted from each pension payment.

\$ /month

# Section 7 – In accordance with the Public Sector Pension Plan Act (PSPPA) you must immediately notify the Pension & Benefits office if:

- Your address changes, or
- You accept employment which requires you to contribute to the PSPP.

Please note - you should make arrangements to have someone notify the Pension & Benefits office at the time of your death.

# Section 8 - I, the member, hereby make application for my pension benefit.

You can expect a confirmation email to come from peipspp@gov.pe.ca within 5 business days of when we receive your application. If you do not receive a confirmation, contact the Pension & Benefits office at (902) 368-4200 to avoid any loss of benefits. Where no email has been provided, you can expect a phone call.

Signature:	Date:



# **Retirement Checklist**

# You Must ...

Step 1:	Notify your HR Manager of your intent to retire			
Step 2:	Complete and submit to the Pension and Benefits office the <b>Application for Monthly Pension Benefits</b> package, which includes:			
	Application for Monthly Pension Benefits			
	Copy of one of the following as proof of age:• Driver's License• Passport• Birth Certificate• Voluntary ID			
	If not using your Peoplesoft banking information, include Void Cheque or Direct Deposit form			
	If claiming anything other than the default Basic Personal Amount, include completed Federal and Provincial TD1 forms			
	Your pension benefit cannot begin any earlier than the first of the month in which your application is received by the Pension and Benefits office.			
Step 3:	Contact Johnson Inc. about your eligibility for retirement Group Insurance Benefits			

	Pension & Benefits
Drop off:	Sullivan Building, 3 <sup>rd</sup> Floor 16 Fitzroy St., Charlottetown PE
Mail:	PO Box 2000 Charlottetown PE C1A 7N8
Fax: (902) 620-3	3096 <b>Email:</b> peipspp@gov.pe.ca

## Johnson Inc.

Charlottetown area: (902) 628-3537

Toll free: 1 (800) 371-9516

Visit **www.mybenefitplan.ca** and select the 'Retirees' link for information about retiree coverage options.