

NOTICE OF RETIREMENT FORM (PRIVATE SECTOR)

PERSONAL DETAILS	
Name	
PIN No (12 digits)	PEN.....
Retirement Date	
Mobile Phone No	
Email Address	
Recent Contact Address	
BANK DETAILS	
Account Name	
Account No	
Bank Name	
Bank Branch (where a/c was opened)	

Kindly attach copies of the following documents to the form and return as soon as possible.

- Official Retirement/Disengagement letter from employer
- Most recent Pay Slip OR evidence of total annual remuneration
- Evidence of any accrued pension rights/acknowledgement of indebtedness by employer
- Two passport photographs
- Bank confirmation of account
- Valid means of identification which must be any one of these(National Identification card, International passport, Driver's License)
- Birth certificate/ sworn declaration of age
- Duly completed programmed withdrawal agreement form

Signature & Date:

THE PROCESSING OF RETIREMENT AND TERMINAL BENEFITS IS DONE **FREE OF CHARGE** FOR BOTH RETIREES AND NEXT OF KIN OF DECEASED RSA HOLDERS. ANY DEMAND FOR ANY PAYMENT IS ILLEGAL AND SUCH SHOULD BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE HEAD OF CORPORATE RESOURCES OR CALL **07080633028/07080633000** OR E-MAIL info@fcbmpensions.com FOR APPROPRIATE ACTION. PLEASE NOTE THAT OUR COMPANY ACCEPTS NO LIABILITY FOR