



Be better prepared for your retirement

additional voluntary contributions (AVCs) application form

Please complete this form if you want to:

- **begin or restart paying AVCs**
- **change the rate at which you pay AVCs**
- **make a one-off lump sum contribution**
- **stop paying AVCs**
- **select or change your investment choices for future AVCs.**

Full name			
National Insurance number		Date of birth	
Employee number		Daytime telephone	
Normal Retirement Date (at age 65 for contributing members)			

Please tick and complete *one* of the following options. If you select Option 1, 3 or 4, please also complete the 'Your investment choices' table on the next page.

✓

Option 1 – I want to begin or restart paying regular AVCs
Please deduct the following amount from my salary each pay period: £

Option 2 – I want to change my regular AVC payments
Please change the amount of my AVCs deduction (each pay period) to: £

Option 3 – I want to make a one-off lump sum AVC
Please deduct the following amount from my salary as a one-off lump sum AVC: £
I would like this one-off deduction to be made in _____(month) _____(year)
(It would be helpful if you could give us as much notice as possible for lump sums.)

Option 4 – I want to change the way I invest my future AVCs

Option 5 – I want to stop paying regular AVCs

your investment choices

You can choose a combination of any of the 13 self select funds available. Alternatively, you can choose the Lifestyle option. The Lifestyle option is designed to produce a balance between investment returns and risks for most members. You must invest 100% of your pension in this way. If you have previously invested in self select funds, these will be switched to the Lifestyle option.

Please read the Investment Guide before making your choice. This is available on PensionLine at **pensionline.bp.com** (under Other BP Schemes), or from BP UK pensions and benefits.

BP Pension Fund
BP Retailing Pension & Life Assurance Scheme

Please use the tables below to indicate how you wish to invest your AVCs.

You can choose a mixture of the self select funds or just one. The choice is yours but the total must equal 100%.

Self select funds	%
UK Equity Index Fund	
Europe (ex UK) Equity Index Fund	
North America Equity Index Fund	
Asia Pacific (ex Japan) Developed Equity Index Fund	
Japan Equity Index Fund	
Global Equity Fixed Weights (50:50) Index Fund	
All World Equity Index Fund	
Ethical UK Equity Index Fund	
Consensus Fund	
Over 5 Year Index-Linked Gilts Index Fund	
Corporate Bonds All Stocks Index Fund	
Pre-retirement Fund	
Cash Fund	
Total	100 %

OR

Alternatively, please choose the Lifestyle option below.

Lifestyle option	✓ please tick
Lifestyle (100%)	<input type="checkbox"/>

Please remember that for the Lifestyle option you must invest 100% of your pension in this way. If you have previously invested in self select funds, these will be switched to the Lifestyle option.

Your data

Our privacy notice sets out how the trustee holds personal data and your rights to the personal data held about you. The notice also tells you who to contact if you want to use those rights, make a complaint or have any questions. You can find a full version of our privacy notice on PensionLine at **pensionline.bp.com/TrusteePrivacyNotice**, or you can request a hard copy by contacting the UK pensions and benefits team directly.

Declaration and signature

I agree to the terms of the investment fund(s) I have chosen and the deduction of the member administration charge from that/those fund(s).

I have read the BP Retailing Pension & Life Assurance Scheme Investment Guide.

Signature		Date	
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Send your completed form to:

BP UK Pensions and Benefits, Chertsey Road, Sunbury-on-Thames, Middlesex TW16 7LN