



Starter form – Covers all Fire Pension Schemes
To be completed by the employer

Employee information Please complete all of this section

Title _____ First Name(s) _____ Surname _____
 Address _____

 Postcode _____

 National insurance number

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 Date of birth: _____ / _____ / _____
 Payroll number _____
 Email address _____ Telephone _____

Current service

Rank _____
 Location _____
 Date this service began _____

Reason for joining pension scheme

New appointment
 Transfer from _____ Fire authority
 Automatically re-enrolled (previously opted out)
 Opting in (previously opted out)

Current scheme membership

Scheme: FPS / NFPS / 2015 Fire pension scheme _____
 Date joined scheme: _____
 Taper date: _____
 Whole-time equivalent pay: _____
 Contribution rate: _____ %
 Tick if **not** eligible for ill health benefits

Hours

Full-time Part-time, weekly hours: _____ / **40**

Contact in case of query

Completed by _____ Date: _____
 Email address _____ Telephone no _____



Data protection - Pensions Services will keep a copy of this form and use it to process the member's pension benefits.

Notes

Use this form for officers joining or re-joining the Fire 2015 scheme and for officers who have transferred from another authority with FPS or NFPS membership. Please complete all parts of the form.

- If you receive a certificate of service in respect of the member, please forward a copy to us. Please also send any pensions forms that the employee gives to you.
- Current firefighter contribution rates are on our website
- New appointments will need a transfer booklet

Where should I send the form?

- Pensions Services, The Castle, Winchester, Hampshire; SO23 8UB
- email: pensions@hants.gov.uk
- Fax: 01962 834537

Please phone us on 01962 845588 if you have any questions. Forms are on our website: www.hants.gov.uk/pensions

Notes for Pensions Services

Please set up a new pension record for

- new appointments
- transfers from other fire authorities (all Fire pension schemes)
- deferred FPS members being automatically re-enrolled or opting into the 2015 scheme
- deferred NFPS members being automatically re-enrolled or opting into the 2015 Scheme

Re-open existing deferred record for

- NFPS deferred members being automatically re-enrolled without break in employment
- NFPS deferred members opting back into the NFPS without break in employment
- 2015 scheme deferred members being automatically re-enrolled without break in employment
- 2015 deferred members opting back into the 2015 scheme without break in employment