



Met Police Pensions – Transfer In of previous pensionable service

Please use this form if you have pension benefits with a previous provider and you would like to investigate transferring those benefits into the Police Pension Scheme (PPS).

If you are transferring from another Home Force, PSNI or Scottish Force, please complete **Form A** and send Part 1 and 2 to your previous force. When we receive all the details from you we will write to you again confirming that the transfer of service has been completed.

If you are transferring from any other pension scheme, please complete **Form B** and send Part 1 and 2 to your previous pension provider. When we receive all the details we will write to you confirming the amount of service/pension credit available in the Police Pension Scheme. You can then decide whether to proceed with the transfer or to retain the alternative benefits available from your previous scheme.

If you have more than one previous pension provider please complete a separate form for each scheme.

Please Note we must receive notice of your intent to transfer into the Police Pension Scheme within 12 months of beginning employment with the Metropolitan Police.

Contact details for your previous pension scheme can be found online at www.gov.uk/find-pension-contact-details.

When you receive the details from your previous force or pension provider(s), complete your details below and send this form, with all transfer documentation you have received, to PO BOX 1307, Sutherland House, Russell Way, Crawley, RH10 0PA.

Member details - to be completed in all cases

Surname

Other Names

Date of Birth

Date of joining Police Pension Scheme

Membership Number (if known)

National Insurance Number

Telephone Number

Address

Email Address

Postcode

Notes

- Your previous employer may have awarded you a deferred pension. This may be cancelled in favour of a transfer of pension rights into the Police Pension Scheme
- If you received a refund of pension contributions this sum would have to be repaid (if scheme rules allow) before a transfer could take place.



Form A - Force to Force transfer request

Please complete Part 1 and send together with Part 2 to your previous force.

Part 1 - Member details

Surname

Other Names

Previous surname (if applicable)

National Insurance Number

Date of Birth

Date of joining Metropolitan Police

Telephone Number

Home Address

Email Address

Postcode

Name of previous Police Force

Date you joined

Date you left

I, the above named officer, agree to Equiniti contacting the police force named above if more information is required to process my transfer application

Signature

Date



Part 2 - Previous police force

Please send the information listed below to me at my home address shown above.

1 Certificate of service which includes the following

- Details of any transferred-in service, including the qualifying dates, the reckonable pensionable service and whether the period is contracted-out,
- Details of any part-time service,
- Details of any unpaid service breaks,
- Details of any purchase of additional years and/or AVC's,
- Details of any temporary promotions, acting up or demotions,
- Details of any pension sharing or ear-marking orders,

2 Annual Allowance which includes the following information:

- Confirmation of Annual Allowance details for the current and three previous years:
- Full Annual Allowance history i.e. Pension Input Amounts (PIAs) for the last three years and any used allowance/carry forward
- The closing pension balance as at 31/03/2015 (i.e. notional pension as at 31/03/2015 multiplied by 16)
- The rate of pensionable pay with effect from 01/04/2015 and the rate of any increases since 01/04/2015 and the dates of these increases.
- Notification of any Annual Allowance debits/"Scheme Pays" recorded in instances where Annual Allowance has been exceeded



Form B - Transfer Value request

Please complete Part 1 and send together with Part 2 to your previous pension provider administrator.

Part 1 - Member details

Surname

Other Names

Former surname (if applicable)

National Insurance Number

--	--	--	--	--	--	--	--	--	--

Date of Birth

		/			/				
--	--	---	--	--	---	--	--	--	--

Date of joining Police Pension Scheme

		/			/				
--	--	---	--	--	---	--	--	--	--

Telephone Number

Home Address

Email Address

Postcode

--	--	--	--	--	--	--	--	--	--

Name and address of previous pension scheme administrator

Postcode

--	--	--	--	--	--	--	--	--	--

Date you joined

		/			/				
--	--	---	--	--	---	--	--	--	--

Date you left

		/			/				
--	--	---	--	--	---	--	--	--	--

Previous pension scheme reference number (if known)

I, the above named officer, agree to Equiniti contacting the pension provider named above if more information is required to process my transfer application

Signature

Date

		/			/				
--	--	---	--	--	---	--	--	--	--



Part 2 - Previous pension provider

I am interested in the possibility of a transfer of my pension rights into the Police Pension Scheme.

Please can you send the following information to me at my home address shown above.

- Transfer Value quotation (**must be dated within last 3 months**)
- Transfer discharge forms to complete should I decide to proceed with the transfer
- Details of any alternative benefits available to me.
- Scheme Administrator name and full postal address

Please do not send payment at this stage.

If you quote a figure for Protected Rights please show the notional Pre and Post April 1988 Guaranteed Minimum Pension (GMP) figures.

The Police Pension Schemes are contracted-out on the Reference Scheme Test basis and GMP is revalued under Section 148 Orders.

1987 Scheme

ECON: E3900002R

SCON: S2700098J

2006 and 2015 Scheme

S2734054H