

Use of the termination benefit

Employer	_____	Contract No.	_____
Surname	_____	First name	_____
Street	_____	Postcode/Town	_____
Phone	_____	Date of birth	_____
Marital status	_____	Date of marital status	_____

Use

Please inform us how you wish to use the termination benefit to which you are entitled (please **tick** and **fill in** as appropriate). You can find information on the documents to be submitted on the next page.

- Cash payment based on departure from Switzerland to a country that is part of the EU or EFTA** (available only in cases where one of the reasons listed below applies)

Country of destination _____ Date of departure _____

- I am leaving Switzerland definitively and confirm that I am taking up residence in a country that is part of the EU or EFTA. In that country I am **not subject to any mandatory pension insurance** against old age, death and disability risks. I am applying for the cash payment of all my retirement savings.
- I am leaving Switzerland definitively and confirm that I am taking up residence in a country that is part of the EU or EFTA. In that country I shall continue to be subject **to mandatory pension insurance** against retirement, death and disability risks. I am applying for the **cash payment** of all my **supplementary retirement savings**. The total retirement savings under LPP (Law on Occupational Pension Schemes) is to be transferred to a vested benefits account.

Please note the provisions relating to the cash payment of the termination benefit from 1 June 2007 following termination of an employment relationship and departure from Switzerland (Information Sheet enclosed with this form).

Payment address

Account in the name of	_____
IBAN	_____
SWIFT code/BIC of the bank	_____
Name of the bank	_____
Remarks	_____

In the absence of your notification or in the event of incomplete submitted documents (cash payment) we are required by law to transfer the termination benefit to Stiftung Auffangeinrichtung BVG (Substitute Occupational Benefit Institution).

Documents**Required in all cases:**

- Copy of residence permit, if not a Swiss citizen.
- The definitive confirmation of deregistration from the previous residents' registration office.
- The new contact address abroad.
- **If married or in registered partnership:** If the payment amount exceeds CHF 5'000.00 the signature of the insured person and, if married, that of the spouse or partner in registered partnership are to be certified. The signatures can be authenticated by the authorities or by a notary public. It is also possible to render the signature at our offices (please bring along a passport or ID).
- **If unmarried:** A current certificate of civil status, which can be obtained from the relevant registry office of your home town (foreign citizens domiciled in Switzerland should contact their embassy or consulate).

Also required in the event of cash payment of the entire vested benefit (LPP + supplementary):

- Proof from the LOB Guarantee Fund that you are not subject to mandatory insurance against old age, death and disability risks at your new domicile.

Also required in the event of partial payment to a vested benefits account/vested benefits policy

- Copy of application to open the account and payment slip from the vested benefits institution.

Additional information

Are you or were you at the time of termination entirely fit for work and capable of gainful employment?

yes no

Town/Date

Officially authenticated signature
of insured person

Officially authenticated signature
of spouse or partner in registered
partnership

Information Sheet – Cash payment of termination benefit on termination of an employment relationship and departure from Switzerland to an EU or EFTA state

Due to the bilateral agreements with the EU there is a ban on the cash payment of the termination benefit for the **mandatory LPP portion** of termination benefits.

Restriction on cash payment options for the mandatory LPP portion

The total retirement savings under LPP (Law on Occupational Pension Schemes) (= statutory minimum benefits) may not be paid out in cash. However, this provision applies only if the following conditions are met:

- The destination country is an EU or EFTA state
- The person departing continues to be subject to mandatory insurance against old age, death and disability risks in the new country.

If both aforementioned points apply, the termination benefit may not be drawn in full in cash. The total retirement savings under LPP must be transferred, for the benefit of the departing person, to a Swiss vested benefits institution (vested benefits account or termination benefits policy) or to Stiftung Auffangeinrichtung BVG (Substitute Occupational Benefit Institution), if the insured person fails to give notification of how the termination benefit is to be used. The supplementary portion can be paid out in cash.

Withdrawal of assets from the vested benefits institution

At present, assets held with the vested benefits institution may be paid out from age 60 for men and from age 59 for women. Where permitted under the terms and conditions of the vested benefits account or the vested benefits policy, payment is also possible in the event of disability or death.

Provision of proof of social security obligations

If cash payment of the entire termination benefit is sought and if the relevant conditions under the new regulations are met, the applicant must fill out and submit the specific LOB Guarantee Fund form. The LOB Guarantee Fund will establish the result of the clarification procedure at the earliest after 90 days. Only then might a cash payment be made.

Important notes

- The regulations also apply to cross-border commuters and if the insured person takes up a gainful activity in a self-employed capacity in the new country of domicile.
- If the insured person is leaving Switzerland for Liechtenstein a payment of the termination benefit in cash is excluded – this is due to an additional agreement in place between Switzerland and Liechtenstein. The transfer is made to the Liechtenstein pension fund or to a Swiss vested benefits institution.
- Capital payments in the event of retirement (including early retirement as provided for under the terms of the regulations), disability or death as well as anticipated withdrawals for home ownership and payments on grounds of insignificant amounts are not affected by the new regulation.
- Due to the necessary clarifications cash payment will be made at the earliest after three months.

For the application form, questions or further information, please contact the LOB Guarantee Fund:

Verbindungsstelle (Liaison Office)
LOB Guarantee Fund, Business Office
P.O. Box 1023, 3000 Bern 14
Phone +41 31 380 79 71
email: info@verbindungsstelle.ch

www.verbindungsstelle.ch