Engineering Industries Pension Fund



APPLICATION FOR WITHDRAWAL FROM SAVINGS COMPONENT (TWO POT) GUIDELINES

The purpose of this form is for you to instruct Metal Industries Provident Fund / Engineering Industries Pension Fund to withdraw from your savings component.

Please read this document carefully.

The application form must be completed in full from page 1 to page 3 and signed by both the member and the employer.

NOTE: Savings withdrawal application forms must be submitted to the fund by the <u>EMPLOYER ONLY</u> and emailed directly to <u>savingsclaims@mibfa.co.za</u>

FOLLOW THESE STEPS

- 1. Complete the savings withdrawal application form in full to avoid unnesssary delays.
- 2. Attach the documents requested below to the completed and signed form.
- 3. Ask your employer to complete the employer's declaration portion of the form and to submit the application form with supporting documents directly to the fund.
- 4. No alterations will be accepted on the application form.

DOCUMENTS YOU MUST ATTACH TO THIS FORM

You must attach clear, legible copies of the following documents to this form.

- Clear, legible copy of your identity document/s, and/or passport, and/or both sides of your identity card.
- Bank confirmation letter (or current bank statement) into which your salary is being paid.
- Divorce and/or Maintenance Court Orders and Annexures (if applicable).

WHY WE NEED YOUR PERSONAL INFORMATION

The fund collects your personal information in this form so that we can:

- Pay your savings withdrawal benefit from the fund.
- Your personal information is protected and will not be shared with any unauthorised Third-Parties.

A Engineering Industries Pension Fund



METAL INDUSTRIES HOUSE 42 ANDERSON STREET JOHANNESBURG 2001

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YOUR DECLARATION

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You understand that the Fund will process your benefit, in terms of your payment instruction recorded above and according to the rules of the fund, upon receipt of the required documentation. By signing this page, you confirm that:

- 1. You understand that all applications will be subject to an administration fee which will be deducted from the savings withdrawal value requested.
- 2. You understand that the withdrawal from your savings portion is subject to tax in terms of the *Income Tax Act* and will be deducted from the savings withdrawal amount requested.
- 3. All information on this form is correct and complete. This includes all banking and tax information. You understand that if there is any loss because you or the employer has given incorrect or incomplete information in this form, the fund is not responsible for the losses.
- 4. You made the decision about the payment of your benefit voluntarily.
- 5. When we receive this completed form and documents (*which includes all tax information required by SARS*), we will process your benefit according to the fund's rules.
- 6. This includes losses in value of your investment and losses that occur because you may have to pay more tax than you anticipated.

MIBFA	Engineering Industries Pension Fund METAL INDUSTRIES HOUSE 42 ANDERSON STREET JOHANNESBURG 2001										<u>d</u>	 Metal Industries Provident Fund P.O. BOX 7507 JOHANNESBURG, 2000 TEL NO. (011) 870-2000 CALL CENTRE NO 0860102544 Website: https://www.mibfa.co.za											7507 2000 2000 2544
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EMPLOYER'S DECLARATION

This section needs to be completed by the employer. In this declaration, 'you' refers to the employer.

By signing this section of the form, you confirm that:

1. For security reasons, the employer is requested to verify that the bank account provided matches the account into which the salary is paid.

2. You have signed the form using the employer stamp and your signature.

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EMPLOYER'S AUTHORISED SIGNATURE: _____