

Shell Contributory Pension Fund (SCPF)



Additional Voluntary Contributions Instruction Form – Unit-Linked

This form should be completed if you wish to join, change or stop your contributions to the AVC Unit-Linked Arrangement, please complete, sign and return this form by e-mail to SI-AVC-Instructions@shell.com or by post to the Pensions Administration Team.

Section 1

First Name(s)	Last Name	Shell People Number

Section 2 – Regular monthly contributions

A regular contribution is defined as a continuous monthly contribution deducted by payroll. Your regular contribution must not exceed 75% of your gross monthly pay.

I would like the following gross monthly contribution to be invested in Unit-Linked funds

£ _____ per month

Section 3 – A single contribution

A single contribution is defined as a “one off” payment, in addition to your regular monthly contribution.

I would like the following gross single contribution to be invested in Unit-Linked funds

£ _____

Please note

- If you are a new AVC joiner, you must also complete the “AVC Investment Instruction Form” confirming where you would like your Unit-Linked AVCs invested.
- If you are an existing AVC Unit-Linked member and are just changing your contribution rate, your contributions will be allocated according to your current investment instructions. If you want to change your investment instruction you can do so via “Manage Your Account”.

Section 4

I hereby apply to join/change/stop* my contributions to the AVC Arrangement and authorise my employing company (and any other member company of the SCPF employing me in future) to stop or deduct from my salary the contribution(s) shown above with effect from:

Date: _____ and to pay them to the Trustee of the Fund.

* Delete as appropriate

Signed	Date
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