

# Instruction to Transfer to an Overseas Pension Scheme

## Section 1: Individual Transfer Out Authority Form

### 1. Individual Details

Full Name	Date of Birth	Personal Public Service Number (PPS)
Contact Email Address	Phone Number	
Current Residential Address	Previous Address held by the Irish Pension Scheme	

### 2. Ceding Irish Pension Scheme Details

Pension Scheme Name	Scheme Administrator
<b>Type of Scheme:</b> <input type="checkbox"/> Occupational Pension Scheme <input type="checkbox"/> Personal Retirement Bond <input type="checkbox"/> Personal Retirement Savings Account (PRSA) <input type="checkbox"/> Personal Pension Plan <sup>1</sup>	

<sup>1</sup>Also referred to as a Retirement Annuity Contract

Scheme Reference Number	Correspondence Address
Member Reference Number (if applicable)	
Contact Email Address	

### 3. Receiving Overseas Pension Scheme Details

Pension Scheme Name	Contact Email Address
Pension Scheme Administrator	Correspondence Address

### Individual Transfer Instruction

I hereby request the transfer of pension benefits held on my behalf in the Ceding Irish Pension Scheme and direct you, as the Administrator or Trustee of my Irish Pension Scheme, to apply the transfer payment to the Trustees of the above-named Receiving Overseas Pension Scheme.

I understand that where exercising my entitlement to transfer my benefits, conferred on me under the Pension Act 1990 or otherwise, and on subsequent payment of the transfer payment by the Ceding Scheme Trustees/Administrators in line with my request, this shall serve as full and final discharge of my benefits and entitlements under the Scheme.

In line with the Irish Revenue transfer overseas requirements, I declare that I am making this transfer request for bona fide purposes and not for the purposes of circumventing Irish pension tax rules or Revenue pension rules and conditions.

I confirm I have completed and signed the enclosed Overseas Transfer Declaration Form, which I understand that you will forward to the Irish Revenue Commissioners within seven days of making the Transfer Payment.

Individual Signature	Date
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## Section 2: Benefit Crystallisation Event (BCE) - Member Declaration

This declaration is for the purpose of disclosing to your Ceding Scheme Pension Administrator, details of any previous benefit crystallisation events, which occurred on or before date of this transfer payment to the requested Receiving Pension Scheme.

Please read the important information detailed below before completing this section.

### 1. Benefit Crystallisation Event(s) Confirmation

Please complete the following in respect of benefits held in Irish Pension Arrangements only.

Have you become entitled to any pension benefit payment, from an Irish pension arrangement commencing on or after 7th December 2015.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will you become entitled to any pension benefit payment on or before the date of transfer to the requested Receiving Overseas Pension Scheme.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you previously transferred or do you intend to transfer any other Irish pension benefits to any overseas pension arrangement, before the date of this requested transfer overseas.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered No to all of the above, please proceed to Section 3 and Sign the Declaration.

If you answered Yes to any of the above, please complete the relevant section below for each Irish pension arrangement, where Yes is applicable. Where more than one arrangement, please complete the following as a separate page per Irish Pension arrangement.

#### (a) Pension Benefit Entitlements

If you have received (or expect to become entitled to) Pension Benefits from any Irish pension arrangement, before the date of this transfer overseas, please complete the following:

Name of the Irish pension arrangement	Pension arrangement reference number
Type of pension arrangement <sup>2</sup>	Name of Pension Administrator
Email contact details of the Administrator	Date benefits were paid

#### Defined Contribution Arrangement

Total value of pension funds at time of taking benefits	€ _____
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#### Defined Benefit Arrangement

Please confirm with the Defined Benefit Scheme Administrator directly if unsure before completing this section.

Annual pension (before tax free lump sum commutation)	€ _____ p.a.
Retirement Lump Sum (before any excess tax, if applicable) €	Factor(s) used for calculating the capital value of your pension

#### (b) Transfer to an Overseas Pension Scheme

If, you have transferred or intend to transfer any pension arrangement(s) to an overseas pension scheme arrangement before the date of this transfer overseas, please confirm the following:

Name of the transferring Irish pension arrangement	Name of Pension Administrator
Pension Administrator email address	Transfer Date or expected date of the transfer

<sup>2</sup>For example: Occupational Pension Scheme, Public Sector Pension Scheme, Personal Pension Plan, PRSA, Buy Out Bond/Personal Retirement Bond, Additional Voluntary Contribution (AVC) arrangement.

Name of the Overseas Scheme	Name of the Overseas Scheme Administrator
Address	Email
	Amount of the Transfer Value €

## 2. Personal Funds Threshold (PFT)

Do you have a PFT Certificate issued by Irish Revenue Commissioner?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
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*\*If Yes, please provide a copy of the PFT Certificate*

## 3. Individual Declaration

I declare that to the best of my knowledge and belief, the information provided in this Declaration is complete and correct.

Name	Address
PPS Number	
Signature	Date

## Important Information

Reference to "pension benefits" within this declaration, include benefits paid from an Irish Pension Arrangement in the form of any pension scheme payment (with the exception of those excluded below), such as a pension annuity, retirement lump sum, pension income. It also includes the transfer of pension benefits to an Approved Retirement Fund or, Approved Minimum Retirement Fund or retaining amounts in a Vested PRSA or Personal Pension Plan before or at age 75.

When completing this Declaration, please exclude details of the following Irish benefit payments:

- Pension benefits which came into payment or were transferred to an overseas pension arrangement **before the 7th December 2005.**
- Benefit paid to you as a beneficiary of a deceased individual's pension entitlement.
- Any Irish State pension payments made from the Department of Social Protection.

# Revenue Overseas Transfer Declaration

## For the attention of the Irish Revenue Commissioners

### 1. Details of individual requesting transfer

Name	Address
PPS Number	
Contact Phone Number	Occupation

### 2. Details of Irish transferring pension arrangement

Type of Arrangement*	Name of Arrangement
<small>*i.e. DC/DB Occupational Pension Scheme / PRSA/Personal Retirement Bond</small>	Name of Administrators
Address	
	Email Address
	Phone Number

### 3. Details of overseas receiving pension scheme

Country	Type of Pension Arrangement:
Name of the Pension Arrangement	Regulatory Body
	Regulatory Licence Number
Name of Pension Scheme Administrator	Address
Email Address	
Phone Number	

### 4. Reason for transfer

Please confirm the reason for the transfer:
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## 5. Individual declaration

I declare that the transfer request I am making conforms to the requirements of the Occupational Pensions Schemes and Personal Retirement Savings Accounts (Overseas Transfer Payments) Regulations 2003 (S.I. No. 716 of 2003) and to Revenue transfer rules, is for bona fide purposes and not for the purpose of circumventing Irish pension tax rules and Revenue pension rules and conditions.

Signature	Full Name in Block Capitals
	Date

## 6. Witness

Signature	Full Name in Block Capitals
	Date

## Important to Note

This completed Declaration must be provided to the Irish Revenue Commissioners within 7 days of the transfer being completed. It is therefore imperative that the fully completed and signed Declaration is returned immediately to the overseas receiving pension scheme.

## Supplementary Information Form to be provided to the Irish Revenue Commissioners

Individual Name

PPS Number

### 1. Tax Residency Confirmation

Are you currently residing in Ireland?

☐

Yes

☐

No

Are you permanently resident outside Ireland?

☐

Yes

☐

No

Do you have any intention of returning to Ireland to live, work or retire?

☐

Yes

☐

No

### 2. Intended pension benefits from the overseas pension scheme

Name of Receiving Scheme

#### Please outline in what manner you currently intend taking benefits from the overseas pension scheme

Intended Retirement Age

Intended Percentage Tax Exempt Lump Sum Payment:

%

Remaining Funds will be used to provide:

☐

Annual Drawdown of Pension Income\*

☐

Purchase of a Lifetime Pension Annuity\*

☐

Flexi-Access Income Drawdown (UK Schemes only).

\*Please ensure you tick one of these if transferring to a Malta, IOM or Gibraltar Pension Scheme.

### 3. Individual Confirmation

I confirm that information outlined above in this form to the best of my knowledge is complete and correct.

Signature

Full Name in Block Capitals

Date