



**The Greater Gwent  
(Torfaen) Pension Fund**  
administered by Torfaen County Borough Council



**Additional Voluntary Contributions (AVC) Application Form**  
Applying to pay AVCs into an In-house AVC Provider

**About you**

Title  Surname

First Names

National Insurance Number

Date of Birth

Address

Postcode

Telephone Number

Email Address

Your Employer

**Fund Investment Choice - Percentage Invested must add up to 100% in total**

AVC Provider	Fund Choice	Fund Code	% Invested
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Your Contributions** – These are taken from your pay and will be monthly, 4 weekly or weekly depending on how often you are paid.

Monthly, Weekly or 4 Weekly Contribution amount £

Percentage of monthly, weekly or 4 weekly salary to Invest  %

Date want AVC to Start

**Signing your AVC Application Form**

Your Signature

Date

## GDPR – Privacy Notice

The Greater Gwent (Torfaen) Pension Fund is part of Torfaen Council, which is a Data Controller under the General Data Protection Regulations. This means we store, hold and manage your personal data in line with statutory requirements to enable us to provide you with pension administration services. To enable us to carry out our statutory duty, we are required to share your information with certain bodies, but will only do so in limited circumstances. For more information about how we hold your data, who we share it with and what rights you have to request information from the Fund, please visit <https://www.gwentpensionfund.co.uk/media/3748/privacy-notice.pdf>

## Information about Additional Voluntary Contributions (AVCs)

- The Greater Gwent (Torfaen) Pension Fund has an AVC arrangement which members can pay into directly from their salary and invest the money with our in-house AVC providers Standard Life or Clerical Medical.
- You should make sure you read our guide on AVCs to fully understand how they work, what you can do with them and any potential tax implications. You can find the guide under our Forms and Publications section on our website at [www.gwentpensionfund.co.uk](http://www.gwentpensionfund.co.uk) or click the following link <https://www.gwentpensionfund.co.uk/media/5245/avc-guide-21.pdf>
- You can access the full fund range guides for Standard Life and Clerical Medical on our website under the boost your pension section at [www.gwentpensionfund.co.uk](http://www.gwentpensionfund.co.uk). Alternatively you can access the guides using the following website links.

### Clerical Medical

- **Full fund range booklet:** <http://reference.clericalmedical.co.uk/literature/doc/E995>
- **Fund factsheets:**  
<http://www.clericalmedical.co.uk/Business/FundsPrices/FundFactsheets.asp?id=3>

Select Group pensions from the product type drop down menu or Telephone 0345 602 5866

- **Standard Life**
- **Full fund range booklet:** [http://library.standardlife.com/gpen4.pdf?\\_ga=2.261178189.1189463978.1522759406-949621331.1495622772](http://library.standardlife.com/gpen4.pdf?_ga=2.261178189.1189463978.1522759406-949621331.1495622772)
- **Fund factsheets:** <https://www.standardlife.co.uk/c1/funds/how-are-my-funds-doing.page>

Select Group Pensions from product type drop down menu and Group AVC from Product name drop down menu. Click the Get Funds button to show all the Standard Life funds or Telephone 0800 634 7479

- The Greater Gwent (Torfaen) Pension Fund staff are not authorised to give financial advice we therefore recommend that you contact the respective AVC providers to obtain details of the investment options available to you. We would also recommend that you consult with an Independent Financial Advisor before making any decision regarding AVC's.
- If you have any problems accessing the above website links please contact us so we can provide the information to you.

## Sending your AVC Application Form to us

Please scan (or photograph) both sides of this form and upload it to us securely through your My Pension Online account; or email it to [pensions@torfaen.gov.uk](mailto:pensions@torfaen.gov.uk); or post it to:

Greater Gwent (Torfaen) Pension Fund  
Torfaen County Borough Council, Civic Centre, Pontypool, Torfaen, NP4 6YB