

ADDITIONAL PENSION CONTRIBUTION FORM

You should complete this form if you are returning/have returned from a period of authorised unpaid leave and wish to buy back any lost pension contributions.

| | |
|-----------------|--|
| Name | |
| Job Title | |
| Service | |
| Employee Number | |
| Start Date | |
| Type of Leave | |

Please supply me with a written statement showing the value of lost pensionable pay during my period of absence.

If your authorised unpaid leave lasts less than 31 days, your member contributions will be deducted as normal from your salary in that calendar month and the relevant employer's contributions will be paid. There is no need for you to complete any paperwork.

If your authorised unpaid leave lasts more than 30 days, you have the option to buy back any lost pension when you return to work.

I understand that I must complete an [Application for a Lost Pension APC](#) which is available on www.scotlgpsmember.org and then submit this to payrollandreward@pkc.gov.uk within 30 days of my return to work in order for the Council to pay $\frac{2}{3}$ of the cost. If I submit an [Application](#) after 30 days of my return to work, I understand that I will be liable for the full amount.

Signature

Date

Please email this form to payrollandreward@pkc.gov.uk.