

Section B Continued: Details of HR staff members requesting estimate

Employer :

Completed by: Date:

Telephone number: Email address:

Once you have completed section A and B fully, forward this form to your payroll team for the pensionable pay figures to be completed in Section C – the payroll team will then need to send the form to the Pensions Section.

Section C: Post and pay details (to be completed by the Payroll Section)

Date of leaving:

Post Number: Hours per week:

Final Pensionable Pay - final salary definition

Whole time equivalent (WTE) final pensionable pay £

Final Pensionable Pay - career average definition

Scheme Section at date of leaving, Main or 50/50:

Main Section actual/assumed pensionable pay:

	From	To	Main Section actual/assumed pensionable pay
Current Financial Year			£
Previous Financial Year			£

50/50 Section actual/assumed pensionable pay:

The 50/50 section below only needs to be completed if the member has had a period of 50/50 membership during the final 2 years.

	From	To	50/50 Section actual/assumed pensionable pay
Current Financial Year			£
Previous Financial Year			£

Has the member suffered a **contractual** reduction in pay during the last 10 years? **Yes** **No**

If **'yes'** to the above the pensions team will contact you for further pay information.

If the WTE final pensionable pay (above) is not the highest in the last 3 years, please provide the previous 2 years pensionable pay to the anniversary of date of leaving.

For example, if the member left on 31/08/2019 please give the pensionable pay at 31/08/2018 and 31/08/2017.

Date of 1st Previous Year Pay: 1st Previous Year Pay £

Date of 2nd Previous Year Pay: 2nd Previous Year Pay £

Completed by: **Date:**

Authorised by: **Date:**

The fully completed and authorised form should be sent to the Pensions Section at:

Pensions Section

Telephone (01609) 536335

Central Services

Email: pensions@northyorks.gov.uk

North Yorkshire County Council

County Hall

Northallerton

DL7 8AL