

# National Federation of Voluntary Service Providers Pension & Life Assurance Scheme

## Investment Fund Switch Form

Please complete every item on this form in BLOCK CAPITALS. If any item is blank or illegible, this will cause a delay in processing your instruction. You should consult with your own Financial Advisor, or your dedicated Member Advice contact in Irish Life, before requesting an investment fund switch. You can request a call with your Member Advice contact by emailing [fedvol@irishlife.ie](mailto:fedvol@irishlife.ie).

Before you give us your personal information it is important that you know what your data protection rights are and how and why we use your personal information. This is set out in the Irish Life Data Privacy Notice which is always available on our website at <https://www.irishlife.ie/ila-privacy-notice/> or you can ask us for a copy.



### Section 1: Member Details

Employer Name

Scheme Number (Your employer will have the Scheme Number).

First Name

Surname

Member Number

Date of Birth

You have a choice to invest in either the EMPOWER Personal Lifestyle Strategy (PLS), or in one or more other investment funds which are available. Please select your preferred Fund Switch Details in either **Section 2** or **Section 3** below.



### Section 2: EMPOWER Personal Lifestyle Strategy (PLS) Switch Details

I wish to switch into the Irish Life EMPOWER Personal Lifestyle Strategy (PLS)?  Yes

If you invest in PLS, then all of your pension contributions must be invested in this strategy. You cannot select other funds and invest in PLS at the same time. A switch to PLS will apply to your total existing pension fund and future contributions.

### Section 3: Other Investment Funds Switch Details

If you have decided to invest in one or more of the other investment funds which are available to the Scheme members, other than PLS, you can select what investment fund(s) to invest your:

**A.** Existing pension fund and **B.** Your future contributions.

Enter your new fund choice and percentage allocation details (up to a maximum of 5 funds allowable).

A. Existing Pension Fund				B. Future Pension Contributions			
Investment Fund Name	Risk Rating	AMC*	Percentage %	Investment Fund Name	Risk Rating	AMC*	Percentage %
EMPOWER Cash Fund	1	0.15%	%	EMPOWER Cash Fund	1	0.15%	%
EMPOWER Stability Fund	2	0.29%	%	EMPOWER Stability Fund	2	0.29%	%
EMPOWER Cautious Growth Fund	3	0.29%	%	EMPOWER Cautious Growth Fund	3	0.29%	%
EMPOWER Moderate Growth Fund	4	0.29%	%	EMPOWER Moderate Growth Fund	4	0.29%	%
EMPOWER High Growth Fund	5	0.29%	%	EMPOWER High Growth Fund	5	0.29%	%
Sustainable Equity (ESG) Fund	6	0.23%	%	Sustainable Equity (ESG) Fund	6	0.23%	%
<b>Total must equal 100%</b>			%	<b>Total must equal 100%</b>			%

\*The Annual Management Charge (AMC) is charged by Irish Life for managing a particular investment fund option, and reflects the cost of operating the fund as well as the administration of the Pension Scheme. The amount you pay is a percentage of the value of your pension fund, which Irish Life calculate daily. There are also additional charges such as custodian fees that are charged to the fund in addition to the AMC. For most of the funds the additional charge is 0.02% which when added to the AMC of 0.29%, means the Total Expense Ratio (TER) is 0.31%. All fund returns shown on your Member Portal are net of these charges.



For further information on your investment fund choice, please see your Investment Guide on your Member Portal, or on [www.fedvol.ie](http://www.fedvol.ie) (click on pensions tab).

## Notes

### Effective Date

- > The fund switch will take effect from the date we receive this form, fully completed.

### EMPOWER Personal Lifestyle Strategy (PLS)

- > PLS puts you in funds designed to achieve investment growth while at the same time balancing investment risk. Initially, if you are more than 20 years away from retirement, you will be completely invested in the EMPOWER High Growth Fund, with the aim of achieving best possible returns to make your pension fund grow from early on in your pension journey. From 20 years to retirement your pension fund will switch on a gradual basis into the EMPOWER Moderate Growth Fund, which has slightly lower risk and return expectations. When you are 11 years from retirement your pension fund will gradually move into the EMPOWER Stability Fund. Finally, 6 years from your retirement date, your pension fund will gradually move into investments that will be suitable for how you are most likely to draw down your pension benefits on retirement. You might for example take a Cash Lump Sum, purchase a pension for life (annuity) or keep part of your fund for a post retirement investment in an Approved Retirement Fund (ARF).
- > When investing in PLS, all of your pension contributions must be invested in the strategy. You cannot select other funds and invest in the strategy at the same time.

### Other Notes

- > For more information on your range of investment funds, please log onto your Member Portal where you can view the latest fund information. Or review the Irish Life Investment Guide on [www.fedvol.ie](http://www.fedvol.ie) (click on pensions tab).
- > By selecting to invest in investment funds other than the PLS, your pension fund does not automatically move to lower risk investments as you get closer to retirement. It is your responsibility to make that change yourself.
- > Switching your existing fund and/or future contributions covers all premium types (your regular contributions, regular monthly Additional Voluntary Contributions (AVCs), one off single premiums or transfer values into the Scheme. Single premiums are one off AVCs, for example, if you want to maximise your unused tax relief from previous tax year).
- > You may choose to invest in up to 5 different funds or invest 100% of your contributions in PLS.

### Charge for Fund Switches

- > There is no charge.

Please sign  
and date

Member signature

Date

### Notes

## Section 4: Data Privacy Notice and Employee Declaration

### Data Privacy Notice

I confirm I have been informed about the Irish Life Data Privacy Notice and where to find it.

Please sign  
and date

Member signature

Date

### Please print and complete the fund switch form and return it to:

Irish Life Assurance plc, CODE, Corporate Business, Lower Abbey Street, Dublin 1.

Alternatively, you can also email the completed form back to us at [fedvol@irishlife.ie](mailto:fedvol@irishlife.ie)