

Corporate Business Personal Retirement Savings Account

Application Form

Please use **BLOCK CAPITALS** throughout. If any item is blank or illegible, this will cause a delay in processing your form.

Before you give us your personal information please note that Irish Life has a Data Privacy Notice. This explains what your data protection rights are and how and why we use your personal information. This is always available on our website at www.irishlife.ie/privacy-notice or you can ask us for a copy.



Section 1: Broker/Consultant/Adviser Details

This section should be completed by broker/consultant

Seller Name

Product Name

Evidence provided of Date of Birth (eg birth certificate/passport)

Reference Number

Applicant's Maiden Name*

Is a copy of applicant's marriage certificate enclosed* Yes

Applicant's Marriage Certificate is only required if the applicant's name as shown on their evidence of age documentation differs from their current surname. We will need to see the applicant's birth certificate or driving licence, passport or national identity card as evidence of age if employee contributions are more than 15% of their earnings. Please ensure that the applicant completes every item on this form.



Section 2: Personal Details

Please ensure that you understand the questions and the notes, and use **BLOCK CAPITALS**. Your employer will help you if you should have questions. If you do not supply all relevant information this could make the contract void. Relevant information is information which Irish Life regards as likely to influence the assessment and acceptance of your application. If you are in any doubt as to whether any information is relevant you should always supply it.

Name of your Employer

PRSA Plan Reference Number

Title Mr Mrs Miss Ms Other

Maiden Name (if married)

Use both first name and surname in your employee records.

First Name

Surname

Address

Phone

Home

Mobile

Email Address

Please provide your mobile phone number and your email address, both are needed so you can access your pension saving details through our online services.

Are you resident in Ireland? Yes No

Please tick.

Precise Occupation: Managers/Professional/Technical and administrative

Clerical and Secretarial

Trades, Craft and Related

Plant and Machinery Operatives

Personal and Protective Services

Sales

Other

Date of Birth

/ /

Male

Female

PPS Number should contain 7 digits and 1 or 2 letters. This is required for Revenue Approval.

Your normal retirement age (60-75)

Relationship Status Married Single Widow(er) Separated Divorced Civil Partner

PPS Number

Payroll/Employee Number Current Salary €

Date employment started Date PRSA Plan is to commence

Have you received a copy of the Preliminary Disclosure Certificate from Irish Life as required under the Pensions Act 1990? Yes No

Are you a member of an occupational pension scheme or of a statutory scheme? Yes No

Are you contributing to any other PRSAs? Yes No

Section 3: Your PRSA Contribution Details

Regular contribution through company payroll € Employer %of salary

Regular contribution through company payroll € Employee %of salary

Once-off contributions €

Date contributions are to commence

When submitting once off contributions please specify if this is through net pay

Age	Maximum annual contributions as % of gross salary
<30	15%
30-39	20%
40-49	25%
50-54	30%
55-59	35%
Age 60 & Over	40%

Employees may qualify for tax relief on their own pension contributions. The percentage of your contributions that you can claim tax relief are shown in the table opposite. This Includes any compulsory contributions to your main scheme and Additional Voluntary Contributions. Any contribution in excess of compulsory employee contribution paid by an employee will be treated as Additional Voluntary Contributions. The maximum earnings limit for tax relief on pension contributions for 2021 is €115,000. Please refer to your member booklet or our website www.irishlifecorporatebusiness.ie for details on the Standard Fund Threshold allowable for tax relief purposes.

Section 4: Investment Details

Please indicate your chosen investment option for your future contributions by ticking the box at the left hand side of your chosen option. Further information on the fund options is available on www.irishlifecorporatebusiness.ie. You must choose one and one only of Options 1 or 2 below

*100% of contributions (this means Regular and Once-Off contributions) must be invested in a strategy if selected.

Please tick your chosen option


Option 1 **Default Investment Option**

The PRSA Default Investment Strategy is an investment strategy that changes over time. During the first phase known as the High Growth Phase, the fund initially invests in a high growth fund. At 20 years to go to retirement the Strategy gradually shifts assets to the Growth fund until at eleven years to go to retirement when 100% of assets are in the Growth fund. The Strategy then brings a lower risk fund into play over a 5 year period. This is the Consolidation Phase. During the final 6 years before retirement the Strategy will move investments into funds that most closely match your expected retirements benefits. As retirement plans and expected retirement dates can change you should continue to discuss your pension with your financial advisor to make sure the strategy remains suitable. For more details of the strategy please see the Personal Lifestyle Strategy for PRSA guide on www.irishlifecorporatebusiness.ie.

Option 2 **One or more of the funds listed here**

If you choose this option, you must tell us what percentage you wish to invest in each fund, subject to a maximum of 5 funds. You can invest 100% in one fund or spread it over a number of funds but the total must equal 100%.

	Regular Contributions
PRSA Cash Fund	%
PRSA Stability Fund	%
PRSA Pension for Life Fund	%
PRSA Flexible ARF Fund	%
PRSA Cautious Fund	%
PRSA High Growth Fund	%
PRSA Growth Fund	%
PRSA Active Managed Fund	%
PRSA Consensus Fund	%
PRSA Fixed Interest Fund	%
PRSA Pension Protection Fund	%
PRSA Consensus Cautious Fund	%
PRSA Global Indexed Equity Fund	%
PRSA Equity Fund	%
PRSA Indexed World Equity Fund	%
PRSA Indexed 50/50 Equity Fund	%
PRSA Indexed European Equity Fund	%
PRSA Indexed North American Equity Fund	%
PRSA Indexed Japanese Equity Fund	%
PRSA Indexed Pacific Equity Fund	%
PRSA Indexed UK Equity Fund	%
Total	1 0 0 . 0 0 %

If you do not select a fund from those listed above, 100% of your contributions will be invested in the PRSA Default Investment Strategy. 


Section 5: Authorisation to give Information Details

Your PRSA plan will be set up and administered as one of a group of PRSA plans and has been facilitated by your employer. To assist in statistical analysis and to monitor the ongoing administration of your PRSA plan, your employer and broker may need access to information regarding this contract. I authorise that they be provided with any information they request in connection with this contract.

Please sign and date

Signature

Date

A copy of this completed form will be available on request for the next three months. Also, a copy of the policy document will be available on request. 

Section 6: Declaration Required

Please complete this section by ticking the appropriate box:

This policy does not replace an existing policy.

This policy does replace an existing policy.

Signature

Date

WARNING: If you propose to enter into this PRSA contract in complete or partial replacement of an existing PRSA contract or retirement annuity contract, please take special care to satisfy yourself that this PRSA contract meets your needs. In particular, please make sure that you are aware of the financial consequences of replacing your existing PRSA contract or retirement annuity contract. If you are in doubt about this, please contact your PRSA provider.



To be completed and signed by representative of PRSA provider or intermediary.

Declaration of PRSA provider or Intermediary

I hereby declare that in accordance with Article 3 of the Personal Retirement Savings Accounts (Disclosure) Regulations 2002, a Preliminary Disclosure Certificate has been provided to

Insert name of person concerned

and that I have advised the person concerned as to the financial consequences of replacing an existing PRSA contract or retirement annuity contract with this PRSA contract by cancellation or reduction and of possible financial loss as a result of such a replacement.

Signature

Date

Name of PRSA provider or Intermediary

To be signed by person taking out PRSA.

Declaration of person or contributory

I confirm that I have received in writing the information specified in the above declaration.

Signature

Date

Name of Client

Section 7: Politically Exposed Person (PEP) or Relative or Close Associate (RCA) of a PEP

We are obliged under Anti-MoneyLaundering legislation to identify PEPs or RCAs.

Are you a PEP or RCA?

Yes

No

Who is a PEP?

A 'politically exposed person' means any individual, who currently is, or has at any time in the past 12 months, been entrusted with a prominent public function and performs one of the following roles:

Please tick if appropriate

- A. A member of a parliament/ member of a legislature or equivalent.
- B. A member of a Supreme Court, Constitutional Court or any other high level judicial body which passes non-appealable verdicts (except in exceptional circumstances).
- C. A member of a court of auditors or the board of a central bank.
- D. An ambassador, charge d'affairs or high ranking officer in the armed forces.
- E. A member of the administrative, management or supervisory body of a state owned enterprise.

Who is a Relative?

- A. Any spouse of the PEP.
- B. Any person who is considered to be a common law spouse of the politically exposed person under law.
- C. A child of the politically exposed person.
- D. Any spouse of the child of a politically exposed person.
- E. Any parent of the politically exposed person.
- F. Any other family member of the politically exposed person who is of a prescribed class set out by the Department of Finance.

Who is a Close Associate?

- A. Any individual who has a joint beneficial ownership of a legal entity or legal arrangement, or any other close business relations with the politically exposed person.
- B. Any individual who has a sole beneficial ownership of a legal entity or legal arrangement set up for the actual benefit of the politically exposed person.

Section 8: 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.

Sustainability Related Disclosures

I confirm that I received the relevant Sustainability Related Disclosures in good time before I made my investment decision.

Employee Declaration

I declare that the above questions have been answered honestly and with reasonable care and that the contract with Irish Life Assurance plc shall be comprised of this Application and Declaration. I agree that where I have selected fund(s) other than the Default Investment Strategy, by signing this declaration, I am providing written confirmation that I do not wish to avail of the Default Investment Strategy.

I declare that I have applied for membership of a PRSA that is approved under the Pensions Act 1990 and which complies with the provisions of Part 30, Chapter 2A of the Taxes Consolidation Act 1997, to which this Employee Application Form relates and that specific conditions shall apply as indicated above. I hereby authorise my employer to make the necessary deductions from my salary or wages for the specific purpose of paying employee contributions until such time as the employer receives notice in writing from me to the contrary.

I authorise Irish Life to send a copy of my PRSA (net pay) certificate directly to my employer.

Signature

Date

Please sign
and date

Section 9: PRSA Payroll Deduction Authority Form

You should detach this form and give it to your Payroll Department. Unless your Payroll Department receive this, contributions will not be paid to your Personal Retirement Savings Account (PRSA).



IMPORTANT NOTE FOR PAYROLL DEPARTMENT

You should not start deducting PRSA contributions for an employee until you have received a Net Pay Certificate from Irish Life in respect of that employee. If you have any queries please contact your company PRSA provider.

Employer Details

Employer Name

Address

PPS Number

Date of Birth

PPS Number should contain 7 digits and 1 or 2 letters. This is required for Revenue Approval.

Employee Details

Employee Name

Address

Payroll/Employee Number

Contribution Details

Employer	Regular Contribution	% of salary or €	per month or €	per year
Employee	Regular Contribution	% of salary or €	per month or €	per year

Date contributions are to commence

I hereby authorise my employer to make deductions as outlined above from my salary or wages for the specific purpose of paying employee contributions to my PRSA until such time as my employer receives notice in writing from me to the contrary.

Please sign and date

Signature

Date