

Benefit Claim Form: Paid-Up Member

Important Information

- **Please e-mail the completed documentation to:** SanlamEB@sanlam.co.za
- If you are retiring, complete **Sections A, C and D.**
- If you are withdrawing your benefit, complete **Sections A, B and D.**
- As a member of the Sanlam Umbrella Fund, you have access to free Retirement Benefit Counselling available via our Individual Member Support (IMS) team.
- Contact Individual Member Support (IMS) on **080 0111 956** or send an e-mail to IMS@sanlam.co.za for support, guidance or referral to a Financial Adviser.

SECTION A: Member's personal details

Title			
First name(s)			
Surname			
RSA identity number*		<i>*Compulsory</i>	
If not RSA, passport number*		<i>*Compulsory (if RSA ID not used above)</i>	
Date of birth (dd/mm/yyyy)		<i>*Compulsory if Passport used</i>	
Income tax number			
Postal address			
		Postal Code	
Residential/physical address (if different to the above)			
		Postal Code	
Contact number(s)	Cell phone	Alternative	
Email			

Member's Banking Details (if taking benefit in cash):

Account holder name	
Bank name	
Account number	
Type of account	

Please Note:

Payments cannot be made to credit card or bond accounts, third parties or split into different accounts

Important Information

- If you are **retiring**, complete **Sections A, C and D**.
- If you are **withdrawing**, complete **Sections A, B and D**.

SECTION B: Withdrawal Claim

Members may withdraw at any time up to age 70, whereafter a retirement benefit becomes applicable.

Please select one of the payment options below

If you select option 1 or 2 below, please provide the application forms of the applicable receiving fund separately.	Pension Fund	Provident Fund
1. Transfer full benefit to a Pension Fund, Provident Fund, Retirement Annuity Fund or a Preservation Fund (e.g. the Sanlam Plus Preservation Fund) • You are required to provide the application forms of the applicable receiving fund separately • Please complete the details of the receiving fund below	☐	☐
2. Pay a portion of the benefit in cash and transfer the balance to a Pension Fund, Provident Fund or a Preservation Fund (e.g. the Sanlam Plus Preservation Fund).	☐	☐
	%	%
	OR R R	
3. Transfer full benefit to a preservation fund • You are required to provide the application forms of the applicable receiving fund separately • Please complete the details of the receiving fund below	☐	☐
4. Pay the full benefit in cash • The benefit will be subject to tax • If you are selecting this option, please complete your banking details in Section A above	☐	☐

If you have chosen to transfer a portion of or your full benefit to another fund, please provide the details of the receiving fund

Name of approved Fund	
Administrator of the Fund	
Contact number	
Email address	
Banking details of receiving fund	
Account holder name	
Bank name	
Account number	
Account type	

SECTION C 1: Retirement Claim

Members may retire from the age of 55 onwards.

Please select one of the payment options below

If you select option 2,3, 4 or 5 below, please provide the application forms of the applicable receiving fund separately.

Pension Fund

Provident Fund

1. Receive an In-Fund annuity with the Fund.

- Please complete the [Member Instruction Form: In-Fund Living Annuitant](#)

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2. Pay a portion of the benefit in cash and transfer the balance to:

- a. Receive an In-Fund annuity with the Fund (please complete the member instruction form (In-Fund Living Annuitant))

OR

- b. Receive an out-of-fund annuity (this may be your Fund's chosen annuity or any other annuity)

- The maximum cash portion allowed is one-third of your benefit
- Indicate the % or Rand amount to be paid in cash (The remaining amount will be the gross amount before tax)

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☐

OR

☐
☐

%

%

R

R

Please Note: The balance will be transferred to the chosen annuity

3. Transfer full benefit to receive an out-of-fund annuity

- This may be your Fund's chosen annuity or any other annuity
- You are required to provide the application forms of the applicable receiving fund separately
- Please complete the details of the receiving fund below

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4. Transfer full benefit to a preservation fund

- You are required to provide the application forms of the applicable receiving fund separately
- Please complete the details of the receiving fund below

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5. Transfer full benefit to retirement annuity

- You are required to provide the application forms of the applicable receiving fund separately
- Please complete the details of the receiving fund below

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6. Pay full benefit in cash

- If you are selecting this option, please complete your banking details in Section A above

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Important Information

- Please refer to your Benefit Statement to confirm the benefit amounts available.
- If your **non-vested member share** (all your savings from 1 March 2021 to 31 August 2024 plus interest thereon) plus your all the savings in your **Retirement Pot** is less than R360 000, you may take the full benefit in cash. If the benefit amount is more than R360 000, then only one-third of the benefit can be taken in cash. The balance must be used to buy a pension.

Section C 2: Retirement Claim

If you have chosen to transfer a portion of or your full benefit to another fund, please provide the details of the receiving fund

Name of approved Fund	
Administrator of the Fund	
Contact number	
Email address	
Banking details of receiving fund	
Account holder name	
Bank name	
Account number	
Account type	

SECTION D: Declaration by the member

I, the undersigned member, hereby confirm that:

- The information given herein is true and correct.
- I am the account holder of the bank account provided.
- I instruct and authorise Sanlam to pay all monies due to me in accordance with my instructions above.
- I furthermore confirm that I am withdrawing from my retirement fund and that I have chosen the option as indicated on this form, for the payment of my benefit due to me from the fund.
- I confirm that I have been made aware that retirement benefits counselling services are available to me.

Member's Signature		Date (dd/mm/yyyy)	
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Protection of Personal Information Disclosure

Why Personal Information is required: Sanlam Life Insurance Limited ("Sanlam Life"), a subsidiary of Sanlam Limited, will process and protect your personal information as required by relevant laws and the Constitution of the Republic of South Africa ("RSA"). The personal information requested in this form, which may include special personal information is being collected and will be processed for the following purposes:

- underwriting and providing accurate and effective insurance cover and related value-added services;
- member communication;
- market research and statistical analysis;
- verification of the personal information provided;
- to comply with all legal and regulatory requirements, including applicable codes of conduct;
- for operational and administrative processes to protect Sanlam Life's interests.

Failure to provide the mandatory information will prejudice your insurance cover.

Changing and correcting Personal Information: You have the right to:

- Request a copy of your personal information as processed by Sanlam Life;
- Ask for an update and/or correction of your personal information;
- Lodge a complaint with the Information Regulator.

Sanlam Life may charge an administrative fee subject to prior notice of any such cost before executing the request for a copy of your personal information.

Other parties that may receive the Personal Information:

- We may share your personal information within Sanlam Limited and/or with other service providers where required for any of the purposes listed above, or with third parties where Sanlam Life is lawfully required to do so.
- We may send your personal information to service providers outside the RSA for storage or further processing on Sanlam Life's behalf. We will not send your information to a country that does not have information protection legislation similar to that of the RSA, unless we have a binding agreement with the service provider which ensures that it effectively adheres to the principles for processing of personal information in accordance with the Protection of Personal Information Act, 2013.

For more information, please refer to the [Sanlam Group Privacy Notice](#).

**Member
Quick Access
Self Service**



**Get in touch with your
retirement information**

Member Support:

You can update your contact details by registering and logging into our member portal here:

Web: <https://www.sanlamonline.co.za/login/> **or Email:** SCClientCare@sanlam.co.za **or Tel:** 086 122 3646