

## Correction form (Overpaid Contribution)

This form instructs Fidelity to disinvest all or part of a member's account and return the proceeds to a nominated bank account detailed in the Administration Manual. Fidelity will disinvest the units originally purchased at their current unit price, so the amount returned will be different to the amount you paid. This will ensure that the member is put in the correct position as if the error had not happened.

Fidelity reserves the right to charge the standard administration fee.

Proceeds will be paid into the bank account shown in the admin manual

This form must be signed by authorised persons and emailed to [dcadministration@fil.com](mailto:dcadministration@fil.com)

Or send it to us by post at the address below.

*Fidelity, Beech Gate, Millfield Lane, Tadworth, Surrey, KT20 6RP*

Section 1 - About the member			
Scheme Name			
Forename		Surname	
Date of birth (DD/MM/YYYY)		National Insurance number	
Employee/Staff/Payroll Number		Employer / Payroll Name	

Section 2 - Details of Overpaid Contribution			
<b><i>Please complete the table below and enter the amount of overpaid contribution in the appropriate column(s) (if necessary please use continuation sheet overleaf) - ALL FIELDS ARE MANDATORY</i></b>			
Contribution type (i.e. AVC, Employee, Employer, Salary Sacrifice)	Relevant Pay Period	Amount of overpaid contributions (£)	Cause of overpayment

Section 3 - Authorisation and Declaration			
Please disinvest all or part of the member's pension account, as detailed in Section 2 on this form and send the proceeds to the nominated bank account.			
I/We declare that we are requesting the account correction in accordance with pensions legislation and we will be liable for any damages (reputational or financial) as prescribed.			
Signature			
Full Name		Date	
Signature			
Full Name		Date	

