

# Zurich Master Trust

## Executive Pension (New Business)

**This application is for use for Executive Pensions (New Business) in the Zurich Master Trust only.**

A.P. Pension Type	<b>R</b>	S.P. Pension Type	<b>R</b>
Intermediary Name			
Financial Advisor Name		Intermediary Number	

### Note: **A** Employee Details

Please complete in BLOCK CAPITALS.

Mr Mrs Ms Forename

Surname

Address

Date of Birth

Sex M F

Marital Status Married/Civil Partner Single Separated Widow(er) Divorced/Former Civil Partner

PPS Number

Contact Number

Email Address

Nationality

Country of Residence

Occupation

Please describe fully and if the Employee's occupation is 'Company Director' please advise the nature of the business.

Is the Employee a 20% Director?\* Yes No Date of Entry into Service (dd/mm/yyyy)

This is the date that Schedule E income commenced under this employment.

Annual Salary/ Earnings € Normal Retirement Age

Has a recent payslip or the previous tax year's Employment Detail Summary been provided? Yes No

**Important Note:** Evidence of salary must include: Member name, PPS, Employer registered name and Employer tax registration. Funding will be based on the salary as per the proof provided.

### Note:

Please provide details of relevant service dates if there have been any breaks in service relating to this employment.

### Special Instructions

**Continued overleaf**



## B Politically Exposed Person (PEP) or Relative or Close Associate (RCA) of a PEP

**Note:**  
Please see below for definitions of these terms.

**Note:**  
Roleholders may include Owners, Lives Assured, Payors, Beneficiaries, Trustees. If a roleholder is a Company additional roleholders include Beneficial Owners and Directors.

Are any of the roleholders linked to any policy linked to the Zurich Master Trust (or have any of the roleholders linked to such policy been within the last 12 months), a PEP or a RCA of a PEP? Yes No

For each roleholder for whom you have answered yes to the above question, please complete the following:

Role (see note)	Name	Address	Date of Birth	Nationality

### Who is a Politically Exposed Person (PEP)?

A 'Politically Exposed Person' means an individual who is, or has at any time in the preceding 12 months been, entrusted with a prominent public function, (but not including any middle ranking or more junior official) and performs one of the following roles:

- a head of state, head of government, government minister or deputy or assistant government minister.
- a member of a parliament or a similar legislative body.
- a member of the governing body of a political party.
- a member of a supreme court, constitutional court or other high level judicial body whose decisions, other than in exceptional circumstances, are not subject to further appeal.
- a member of a court of auditors or of the board of a central bank.
- an ambassador, chargé d'affaires or high-ranking officer in the armed forces.
- a director, deputy director or member of the board of, or person performing the equivalent function in relation to, an international organisation.
- a member of the administrative, management or supervisory body of a state-owned enterprise.

### Who is a Relative of a PEP?

- any spouse of the politically exposed person.
- any person who is considered to be equivalent to a spouse of the politically exposed person under the national or other law of the place where the person or politically exposed person resides.
- any child of the politically exposed person.
- any spouse of a child of the politically exposed person.
- any person considered to be equivalent to a spouse of a child of the politically exposed person under the national or other law of the place where the person or child resides.
- any parent of the politically exposed person.
- 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 of a PEP?

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



## C Principal Employer

### Note:

The 'Employer' is the Principal Employer under which the employment is registered with Revenue for PAYE purposes. Please provide the full legal title of the employer as it appears on the certificate of incorporation (if applicable).

Full Name of  
Principal Employer

Address

Nature of  
Business

Employer type

(Irish company, external/foreign company, partnership, unincorporated association, credit union, trade union etc.)

If an external/foreign company, is it registered as  
such with the Companies Registration Office?

Yes

No

Registered  
Address (if different  
from above)

Company  
Registration  
Number

Tax Reference  
Number

Tax District

Country of  
Incorporation **OR**

Main Location  
of Principal  
Employer

### Note:

This person may also be the point of contact for the circulation of Data Privacy Notices to new members, if required.

## Contact Details

Contact Name in  
Principal Employer  
for this Section

Email Address

Contact  
Number



## D Section Details & Contribution Details

### Note:

All contributions are collected on the 1st of the month. Regular contributions are taken in arrears by default.

Section commencement date

0 1

### Vesting:

(One option must be selected, otherwise the default will be Statutory Vesting)

Statutory Vesting (2 years)

Immediate Vesting

**Statutory Vesting:** The Pensions Act 1990 requires that an employee who has at least two years' service as a member of a pension scheme must be provided with a preserved benefit on leaving service. A qualifying employee who has less than two years' 'qualifying service' as a member of a pension scheme would only be entitled to the value of his/her own employee and AVC contributions on leaving service. In this instance, the member would have no rights to the employer contributions. A refund will be based on the surrender value of the employee/AVC contributions.

**Immediate Vesting:** If immediate vesting is chosen, then any member would be automatically entitled to the value of the employer contributions.

### Contribution Details

	Employer	Employee	AVC	Total
Regular monthly contribution	€	€	€	€
Single contribution	€	€	€	€
Transfer	€	€	€	€

Regular contribution indexation:

#### Standard indexation

Select this option if contributions are to be increased each year, in line with inflation.

#### No Indexation

Selecting this option means that contributions may reduce, in real terms, over time.

If neither is selected no indexation will apply.

Method of payment of single contribution:

Payments via cheque must be made payable to Zurich Life.

Cheque

EFT

Are benefits being transferred from another pension arrangement?

Yes

No

If yes, please provide the following details:

Life Insurance Company / administrator

Policy number for each plan being transferred

Type of plan

Contact email address for Willing and Able letter

**Important Note:** All policies to be transferred must be included in the retained benefits section.

### Special Instructions

### Method of Payment

The regular contributions will be deducted from your salary and remitted by your employer to Zurich Life by monthly direct debit.

If your contributions are being deducted from salary on a weekly or fortnightly basis, you can calculate the monthly contribution by multiplying the weekly/fortnightly contribution by 52/26 and dividing by 12.

### Note:

Annual employer only contributions are permitted when the member qualifies as a 20% director.

Employee/AVC contributions are only available monthly.

Please use the Special Instructions box to detail the requirements.



**E Retained Benefits -** (required in all instances, including benefits which are to be transferred to this scheme)

**Note:**

These details are required to calculate maximum benefits at normal retirement age.

**Are you entitled to benefits from other Retirement Benefit Schemes?**

Yes

No

If yes, please provide the details below.

Name	Pension	Pension	Pension
Type of Scheme (Personal Pension, Executive Pension, Group Defined Contribution/ Defined Benefit, Personal Retirement Savings Account or Pension term)			
Scheme Provider			
Scheme reference number/ Policy number			
Name of Employer under this scheme (if applicable)			
Current Value (or deferred pension if Defined Benefit)			
NRA under the scheme			
Status (Live, Paid-up, or Single Premium)			
If Live, the current monthly contribution being made			
Please state if this benefit is related to a previous, current or concurrent employment?			

**Have you received payment of retirement benefits from any other pension arrangement?**

Yes

No

If yes, please provide the following:

Date benefits were paid:

For defined contribution schemes (Personal Retirement Savings Accounts (PRSA), Personal Retirement Bonds or Personal Pensions)

Total value of the pension fund  
on maturity:

For defined benefit / Public Sector plans:

Gross retirement lump sum  
plus the value of any Additional  
Voluntary Contributions (before  
any tax was paid):

Annual pension income:



## F Member Investment Options

Please select either **Option 1** OR **Option 2**

These investment instructions shall take effect at the earliest opportunity and will remain in force until further notice.

**If neither is selected then the default investment strategy will apply. The default investment strategy is the Personalised GuidePath Investment Strategy (medium risk, targeting 25% Cash, 75% ARF).**

You, as the member, are fully responsible for the performance of your retirement account and you should regularly review your investment performance and objectives. Neither the trustee of the Zurich Master Trust (the 'Trustee') nor Zurich Life Assurance plc have any liability whatsoever for the investment choice you have made.

### Option 1 Personalised GuidePath

The Personalised GuidePath investment strategy automatically moves your pension money through a series of investment funds tailored to your risk appetite as you go through your working life. As you near retirement, your pension money is gradually switched into funds appropriate for your retirement plan. You can personalise the growth stage, retirement planning stage or strategy end date of your Personalised GuidePath at any time using the secure web portal at [zurich.ie](http://zurich.ie). (Please note that your selection below will not impact the settings on any of your existing policies).

I wish to select the Personalised GuidePath Investment Strategy

<b>Growth Stage</b>	Your Personalised GuidePath defaults to the <b>medium risk/return</b> growth stage. If, instead, you wish to <b>choose an alternative, please specify here:</b> <b>High      Medium      Low</b>
<b>Retirement Planning Stage</b>	Your Personalised GuidePath defaults to target tax free cash (25%) and ARF (75%) at the end of your retirement planning stage. If, instead, you wish to <b>choose an alternative, please specify here:</b> <b>Tax-Free Cash</b> <input type="text"/> % <b>Annuity</b> <input type="text"/> % <b>ARF</b> <input type="text"/> % (must total 100%)
<b>Strategy End Age</b>	Your Personalised GuidePath strategy end age defaults to your normal retirement age. If, instead, you wish to <b>choose an alternative age, please specify here:</b> <input type="text"/>

OR

### Option 2 Choose your own funds

You may choose to invest in a maximum of 10 funds. If you wish to invest in a fund(s) that is not listed below, please use the 'Other Funds' box to detail your choice.

Fund Name	Regular Contribution	Single Contribution
Prisma <b>2</b>	<input type="text"/> %	<input type="text"/> %
Prisma <b>3</b>	<input type="text"/> %	<input type="text"/> %
Prisma <b>4</b>	<input type="text"/> %	<input type="text"/> %
Prisma <b>5</b>	<input type="text"/> %	<input type="text"/> %
Prisma <b>Max</b>	<input type="text"/> %	<input type="text"/> %
Cash	<input type="text"/> %	<input type="text"/> %
Active Fixed Income	<input type="text"/> %	<input type="text"/> %
International Equity	<input type="text"/> %	<input type="text"/> %
<b>Other Funds*</b>		
<input type="text"/>	<input type="text"/> %	<input type="text"/> %
<input type="text"/>	<input type="text"/> %	<input type="text"/> %
<input type="text"/>	<input type="text"/> %	<input type="text"/> %
<input type="text"/>	<input type="text"/> %	<input type="text"/> %
<b>Total</b>	<b>100%</b>	<b>100%</b>

For single contributions, units are bought at the ruling price on a date not later than three working days following receipt of the single contribution and the completed application form. For regular contributions, units are bought at the ruling price on the date each contribution is due. If any contribution is not received in full on the date due, we may buy units on the day that you pay that full contribution.

#### \*Other Funds

Details of the other fund options can be found on our website – [www.zurich.ie/funds](http://www.zurich.ie/funds)

#### Note:

In addition to Zurich Life's normal Annual Management Charge (AMC) there is an extra AMC applicable on some funds. Please refer to individual fund factsheets on [zurich.ie](http://zurich.ie) for further information.

#### Note:

It is important that you clearly write the full fund name when making a selection to avoid any delay in processing your application.



**Note:**  
Zurich Life's remedies  
in the event of  
misrepresentation  
are set out in the  
Consumer Insurance  
Contracts Act 2019.

## **G Authorisation/Declarations**

The Principal Employer

- Declares that the statements made in the previous pages and information provided by employees and any additional category details given are, in every respect, answered honestly and with reasonable care (including any statements written down at our dictation) and shall be the basis of the proposed policy or policies to be effected by the trustee of the Zurich Master Trust (the 'Trustee') with Zurich Life Assurance plc (hereinafter referred to as 'Zurich Life').
- Declares and acknowledges that the Zurich Master Trust to which this Application Form relates shall at all times be governed in accordance with the trust deed or instrument by which it was established (as may from time to time be amended or replaced) and any rules scheduled or appended to such deed or instrument (as may from time to time be amended or replaced) and where there is a discrepancy between such deed or instrument and/or the rules and any of the details contained in this Application Form or in any policy issued in accordance with the details contained in this Application Form, the provisions of the deed or instrument and/or the rules shall prevail.
- In relation to data protection:
  - Confirms it has read and understood Zurich Life and the Trustee's ("Zurich") Privacy Policy which can be found online at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy);
  - Declares that the disclosure by, or on behalf of them, to Zurich of any information relating to the Members is provided in accordance with all applicable data protection legislation and it agrees to ensure the Member knows how their personal data will be used by Zurich; and
  - Declares that they shall ensure that any data supplied Zurich by or on their behalf shall be accurate and up-to-date.
- Confirm that they have been provided with the relevant Fund Guide which contains information on the funds available and acknowledge that Zurich Life may from time to time alter the fund choices available by changing the nature of the existing funds, creating new funds or closing existing funds.
- Confirms that the persons signing this Application Form on behalf of the Principal Employer are so authorised to sign on their behalf and to bind them in accordance with section 40 of the Companies Act 2014, as amended or the relevant provisions of any trust instrument or such other form of constitutional document or legislative provision by which those persons are authorised to sign on behalf of the Principal Employer.
- Confirms that the persons signing this Application Form on behalf of the Principal Employer or any person otherwise notified to Zurich Life in writing by the Principal Employer shall, to the extent that they are so permitted by the trust provisions of the scheme and/or the conditions of any policy or policies as may be issued to the Trustee(s) by Zurich Life, be authorised to provide such information or instructions to Zurich Life as may be required for the purposes of the issue and operation of such policy or policies and such information may be treated by Zurich Life as being information or instructions from the Trustee(s) as policyholder or the policy or policies.
- Acknowledge that Zurich Life will check the data supplied by the employer in this application form against international trade/economic or financial sanctions laws or regulated listings.

If the policy was sold, signed or completed outside Ireland, insert the name of the country where it was sold, signed or completed.

### **Note:**

The Employer Authorisation  
section must be completed.



### **Employer Authorised Signatory**

Please sign and date.

### **Important:**

If the Principal Employer  
is not already a current  
participant in the Zurich  
Master Trust, please  
complete the Participation  
Agreement at the end of  
this application.



### **Employer Authorised Signatory**

Please sign and date.

### **Employer Authorisation**

Signed for and on behalf of the Principal Employer

Signature of Authorised Signatory(ies) on behalf of the Principal Employer

X

Date

Print  
Name

### **Additional Information**

The Principal Employer shall notify Zurich Life Assurance plc ("Zurich Life") (1) if a person who is to be admitted to membership of the scheme is a US Resident Employee in which case notification shall be made prior to admission to membership (2) if a member is to become a US resident Employee in which case notification shall be made prior to his becoming a US Resident Employee and (3) if any such person or member ceases to be a US Resident Employee in which case notification shall be made as soon as reasonably practicable thereafter. "US Resident Employee" means a person who, either at the time they are admitted to membership of the scheme or subsequently while they are a member, is resident in the United States of America.

Employer Authorised Signatory

X

Date



**Note:**

Please ensure that you sign the box at the bottom of this section.

**H Declarations by Employee****(i) Data Protection Notice**

A Data Privacy Notice has been provided at the end of this form for:

- Zurich Life Assurance plc ('Zurich Life'), who are your pension administrator;
- Zurich Ireland Master Trustee Designated Activity Company (the 'Trustee'), who are the trustee to the Zurich Master Trust, (together, the 'Notices').

The purpose of the Notices is to set out some information on the collection and processing of your personal data. Please read the Notices carefully. By signing this form, I confirm that I have read and understood the Notices.

I authorise the Department of Employment Affairs and Social Protection or the Revenue Commissioners to advise Zurich Life and/or the Trustee of my most recent address on their records at any future time.

**(ii) Marketing Preferences**

From time to time, we would like to contact you to keep you up to date with news and offers from Zurich Life and those of the Zurich Group or third parties that we recommend. If you are happy for us to do this, please choose how you would like us to contact you.

For news, updates and offers from Zurich Life by:

Post      Email      Phone      Text/Digital message

For news, updates and offers from the Zurich Group or third parties by:

Post      Email      Phone      Text/Digital message

If at any time you would like to change your preferences or remove your permission, all you need to do is contact us by phone on 01 799 2711, by email at customerservices@zurich.com, or by writing to Customer Services, Zurich Life Assurance plc, Zurich House, Frascati Road, Blackrock, FREEPOST, Co. Dublin.

**(iii) Investment Strategy Declaration**

I declare that I have read and understood Section F of this application form and I confirm the investment strategy selected.

**(iv) Information Declaration**

I have read the product information provided in respect of the Zurich Master Trust.

I understand that I have a duty to answer all questions asked by Zurich Life in this application honestly and with reasonable care and failure to comply with these requirements could result in my benefits being reduced to the extent (if any) permitted by the scheme rules or by the Pensions Act 1990, as amended. I declare that all questions and statements in this application are answered honestly and with reasonable care (including any statements written down at my dictation).

I acknowledge that in order to administer my benefits, it may be necessary for Zurich Life or the trustee of the Zurich Master Trust to seek information and benefit details from the administrator, trustees or other relevant insurance office of any scheme, arrangement or contract of which I am or have been a member, and I authorise the giving of such information and details.

If any of your pension entitlements are in a pension arrangement or Institutions for Occupational Retirement Provisions (IORP) in a jurisdiction other than Ireland, insert the name of the country where the pension arrangement or IORP is located:

**I confirm that I have read and fully understand all parts of the above declaration.**

Signature of Employee

X

Date

**Note:**

Zurich Life's remedies in the event of misrepresentation are set out in the Consumer Insurance Contracts Act 2019.

**Employee:**

Please sign and date.

**I Application Checklist**

**Please ensure that the following details have been completed on the application form.**

**Please tick** ☒

Intermediary name, Financial Advisor name and Intermediary number are complete.

Any questions which are amended have been initialled.

All personal details are fully complete.

The occupation of the Employee has been supplied.

All declarations have been signed and dated by the Principal Employer and member.

Proof of salary has been provided in the form of a recent payslip or Employment Summary.

**Important: See overleaf for Nomination Form and Direct Debit.**



### Nomination Form (do not detach)

I request that the Trustees consider paying or applying any lump sum payable on my death in service to or for the benefit of the following persons in the following proportions:

**Note:**

To be completed by  
the Employee.

Please complete in  
BLOCK CAPITALS.

Name	Relationship, if any (wife, father, sister, etc.)	Address	Proportion (%)

The people specified might include your spouse, your relatives, people who are financially dependent on you, and people mentioned in your will. You may, however, specify anyone you wish. People who receive lump sum benefits on your death may have to pay Capital Acquisitions Tax. More information on this tax can be obtained from the Revenue.

If your circumstances change, for example if you get married, you should consider if you wish to obtain and fill in a replacement form.

The Trustee is not bound by the preferences that you indicate on this form, and the Rules of the Zurich Master Trust allow for the Trustee to dispose of the lump sum in a different manner.

This notification replaces any former notification that I have issued to the Trustee.

Full Name (Print):

Signature of Employee

X

Date



**Employee:**

Please sign and date.



### SEPA Direct Debit Mandate

Zurich Life Unique Mandate  
Reference Number (to be  
completed by the creditor)  
Creditor Identifier

**IE43ZZZ992829**

Please complete all the fields below:

Account Holder Name	
Account Holder Address	
City/Postcode	Country

IBAN (International Bank  
Account Number)

Signature(s)  
of Account  
Holder(s)

X

X

**Important Note:** By signing this mandate form, you authorise (A) Zurich Life Assurance plc to send instructions to your bank to debit your account and (B) your bank to debit your account in accordance with the instruction from Zurich Life Assurance plc. As part of your rights, you are entitled to a refund from your bank under the terms and conditions of your agreement with your bank. A refund must be claimed within 8 weeks starting from the date on which your account was debited. Your rights are explained in a statement that you can obtain from your bank.

Please Return to:

Creditor Name	<b>ZURICH LIFE ASSURANCE PLC</b>
Creditor Address	<b>ZURICH HOUSE, FRASCATI ROAD, BLACKROCK</b>
	<b>CO. DUBLIN, IRELAND</b>
Type of Payment	<b>RECURRENT</b>

SWIFT BIC  
(Bank Identification Code)

Date of Signing

### Mandate Declaration

Direct debits will be collected from your bank on the chosen date\* of the month the contribution is due. Under Single Euro Payments Area (SEPA) legislation, you are entitled to 14 calendar days prior notice of: (i) the commencement of a direct debit collection from your bank account by Zurich Life or (ii) where there is a change in the direct debit amounts or bank account details. However, SEPA also allows for a shorter notification period and to ensure timely collection of your contributions, Zurich Life operates a three day notification period. This does not affect your rights as outlined in the SEPA Direct Debit Mandate. \*The default chosen date is 1st of the month; the 7th and 15th of the month are available with agreement.

**By signing this mandate form you are agreeing to a three day notification period before Zurich Life can collect contributions from your bank account.**

**Please note:** Your IBAN and BIC details are included on your bank statement.



## Zurich Life - Data Protection Notice

### About this Notice

Everyone has rights with regard to the way in which their personal data is handled. During the course of our activities we will collect, store and process personal data about you. The purpose of this Notice is to set out some information on the collection and processing of your personal data. Further information can be obtained in our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

### The Data we collect

We collect the following personal data ('Data') from you (unless you are a member of a group scheme, in which case we may collect the Data from your employer or the trustee of the scheme):

- **Contact and identifying information** such as title, name, address, email, telephone number, gender, marital status, date of birth, occupation, PPS number, nationality, country of residence and photographic identification. We require this Data to identify you, contact you, conduct a suitability assessment (in the event of a sale via a financial advisor employed by or tied to Zurich Life), to fulfil our contract with you and to comply with legal obligations (e.g. performance of anti-money laundering checks). For investment products we also collect your US citizen status and your Tax Identification Numbers from other countries (if applicable) which we require to comply with Revenue law. If you are a member of a group scheme, we may also collect your employer's details.
- **Financial information** such as bank details, credit/debit card details (where needed) and income details (where applicable). We require this Data so we can assess the premium to be paid, to fulfil our contract with you and to comply with legal obligations.
- **Medical condition and health status** for protection products and some pension and investment products which also offer life and serious illness benefits, we collect medical information relating to: personal habits (e.g. smoking or consumption of alcohol), prescription information and medical history. For pension products we may collect disability information (e.g. if you apply for an early retirement due to ill health). We require this Data so that we can fulfil our contract with you.
- **Other sensitive information** - in certain cases, we may receive sensitive information from which it may be possible to infer your trade union membership, religious or political beliefs (e.g. if you are a member of a group scheme through a professional, trade, religious, community or political organisation). In addition, we may obtain information about your criminal record or civil litigation history in the process of preventing, detecting and investigating fraud. We may obtain your PEP (politically exposed person) status, which is necessary for compliance with anti-money laundering legislation.

### Data collected from third parties

We may collect Data from third parties if you engage with us through a third party e.g. through a financial broker/advisor or, in the case of a group scheme, through your employer. We do this in order to fulfil our contract and provide services to you. We may also obtain Data from third parties so that we can assess a claim.

### What do we do with your Data?

We collect and process this Data to manage and administer our relationship with you. We may use, process and store the Data, for the following purposes:

- Risk evaluation, product suitability, policy execution, premium setting, premium collection, claims assessment, claims processing, claims payment, to provide annual statements, to create trustee annual reports (in the context of group schemes), for statistical evaluation, for survey purposes or to otherwise ensure the Group service delivery. Zurich Life or other members of the Group may contact you in connection with these purposes. We do this in order to provide you with the services for which you have contracted with us.
- We may check the Data you have provided against international/economic or financial sanctions laws or regulated listings to comply with legal obligations (e.g. anti-fraud and anti-money laundering requirements) or otherwise to protect our legitimate interests and/or the legitimate interests of others.

### Sharing of Data

In order to provide a seamless service, we may share your Data (where appropriate):

- With other companies in the Group such as branches, subsidiaries, affiliates within the Group, partners of the Group, coinsurance and reinsurance companies located in Ireland and abroad, including outside the European Economic Area ('EEA').
- If you apply for, or purchase, one of our products through a financial broker/advisor or another third party (e.g. your employer if you are a member of a group scheme), we will, as appropriate, correspond with that third party in relation to your products: this may result in us sharing your Data with that third party.
- Without your consent or without consulting you, when we believe that it is appropriate to comply with our legal obligations, a Court Order or to cooperate with State bodies (e.g. Revenue, the Central Bank, The Pensions Authority and law enforcement agencies).
- On the sale, transfer or reorganisation of our or our Group's business (or any part of it).
- With business partners, suppliers and sub-contractors with whom we work and/or engage (e.g. auditors, cloud service providers, medical professionals, third-party claim administrators and outsourced service providers) to assist us in carrying out business activities which are in our legitimate business interest and where such interests are not overridden by your interests.
- In order to enforce this Notice or other legal rights, to protect the security and safety of others, and to prevent fraud.

For further information with respect to the third parties that we may share Data with, please see our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).



## Zurich Life - Data Protection Notice (continued)

Where transfers of Data take place outside the European Economic Area ("EEA"), we ensure that they are undertaken lawfully and in accordance with appropriate safeguards. Data may be transferred to, and stored outside the European Union ("EU") or EEA and in a country for which there is no adequacy decision relating to the safeguards for Personal Data from the European Commission. In such instances, appropriate safeguards are put in place to protect your Data. For further information with respect to the non-EU or non-EEA countries to which your Data may be transferred and for which there is no adequacy decision relating to the safeguards for Personal Data from the European Commission or for a copy of the safeguards put in place to protect your Data, please see our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

If you have any questions about your Data, you can contact our Data Protection Officer, free of charge, using the contact details below.

### Marketing

Depending on the marketing preferences you have expressed in any application forms for our products or services, we may send you details of offers and news that we would like to share with you. Please note that you have the right to change your preferences at any time by contacting us by phone on 01 799 2711, by email at [customerservices@zurich.com](mailto:customerservices@zurich.com), or by writing to Customer Services, Zurich Life Assurance plc, Zurich House, Frascati Road, Blackrock, FREEPOST, Co. Dublin.

### Data Retention

The time periods for which we retain your Data depend on the purposes for which we use it. We will keep your Data for no longer than is required or permitted. For more detail, see our Data Retention Policy at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

### Data Subject Rights

You have the following rights in relation to your Data which is held by Zurich Life:

1. To ask for details of your Data held by us.
2. To ask for a copy of your Data.
3. To have any inaccurate or misleading Data rectified.
4. To have your Data erased.
5. To restrict the processing of your Data in certain circumstances.
6. To object to the processing of your Data.
7. To transfer your Data to a third party.
8. A right not to be subject to automated decision making.
9. The right to receive notification of a Data breach.
10. Where processing is based on consent, the right to withdraw such consent.
11. The right to lodge a complaint to the Data Protection Commission.

If you wish to avail of these rights, a request must be submitted in writing to our Data Protection Officer. In order to protect your privacy, you may be asked to provide suitable proof of identification before we can process your request.

Our Data Protection Officer is contactable by phone, email, or post via:

- Zurich Life Customer Services on 01 799 2711
- [dataprotectionofficer@zurich.ie](mailto:dataprotectionofficer@zurich.ie)
- Data Protection Officer, Zurich Life, Zurich House, Frascati Road, Blackrock, FREEPOST, Co. Dublin.

### Privacy Policy

Please note that this Notice is not a stand-alone document and should be reviewed in conjunction with our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

## Zurich Ireland Master Trustee Designated Activity Company - Data Protection Notice

Zurich Ireland Master Trustee Designated Activity Company is the trustee ('Trustee') of your pension scheme ('Scheme') and is a member of the Zurich Insurance Group (the 'Group'). Under the General Data Protection Regulation ('GDPR') the Trustee, as data controller, is required to notify you of the following information regarding the collection, holding, use, disclosure and transfer (collectively known as 'processing') of personal information (or data) relating to you.

### Personal information collected about you

In addition to any information supplied by you, personal information about you may be obtained from other sources, such as the Group and where applicable, any former pension scheme or employer of yours.

The information may include such things as dates of birth and earnings (in order to calculate benefits and contributions) and bank account details (in order to pay pensions). Other personal information may be held, such as a member's wishes with regard to the distribution of any lump sum death benefit. If health or other sensitive information is to be processed, you will be contacted separately.

### Use of personal information

Under the GDPR the Trustee is permitted to process personal information to administer the Scheme to provide associated benefits and generally to fulfil its legal and regulatory obligations. It may also process personal information in connection with legal proceedings or disputes or where it has some other legitimate interest in doing so; e.g., members' personal information may help the Trustee and its advisers derive an appropriate default investment strategy or range of investment options.



## Zurich Ireland Master Trustee Designated Activity Company - Data Protection Notice (continued)

### Disclosure of personal information

Personal information may be transferred to and processed by Zurich Life Assurance plc ('Zurich Life') in its capacity as: (i) insurer; (ii) administrator of the Scheme; and (iii) Registered Administrator, and by other third parties and contractors involved in the running of the Scheme for the purposes of the Scheme or the business of the Group as it relates to the Scheme. These include service providers who carry out administration functions, insurance intermediaries, actuaries, investment managers who carry out periodic reviews of the Scheme's investment options and strategies, the Scheme auditor (if relevant) and other professional advisors' who are retained to advise on the Scheme. Also, the Group's computer systems are used for Scheme purposes and so personal information will be stored on them. The Group and other third parties and contractors will be subject to confidentiality requirements under which they may only access and process personal information as described in this notice.

Personal information may also be transferred to others where they have a legitimate interest in processing it or the Trustee is required by law to provide the information, including:

- Group companies (e.g. to provide administration, investment or actuarial support);
- any buyer or prospective buyer of the Trustee or another Group company involved in the running of the Scheme, including Zurich Life;
- other pension schemes and insurance companies to whom transfer payments may be made or benefits secured;
- Revenue, the Pensions Authority and other statutory bodies.

### Retention of personal information

In the main the personal information obtained will be retained for 12 years after the wind up of the Scheme as benefit claims and queries may be made at any time, but any details which the Trustee considers need no longer be retained will be erased.

### Transfers of personal information outside Ireland

Where transfers of Data take place outside the European Economic Area ("EEA"), we ensure that they are undertaken lawfully and in accordance with appropriate safeguards. Data may be transferred to, and stored outside the European Union ("EU") or EEA and in a country for which there is no adequacy decision relating to the safeguards for Personal Data from the European Commission. In such instances, appropriate safeguards are put in place to protect your Data. For further information with respect to the non-EU or non-EEA countries to which your Data may be transferred and for which there is no adequacy decision relating to the safeguards for Personal Data from the European Commission or for a copy of the safeguards put in place to protect your Data, please see our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

If you have any questions about your Data, you can contact our Data Protection Officer, free of charge, using the contact details below.

### Your rights

You have a number of rights in relation to the personal information which is held about you, including:

- the right to see the personal information and to be provided with details regarding the processing of it;
- the right to have the personal information rectified if it is inaccurate or incomplete;
- the right to request that the personal information is erased or, in certain circumstances, to object to it being processed or to request that its processing is restricted. Please note however that any exercise of these rights will not be binding on the Trustee insofar as the Trustee is entitled to retain and process the information. Please also note that if you fail to provide accurate personal information or object to the processing of information this may result in a delay or an inability to process a claim for benefits under the Scheme; and
- the right to complain to the data protection commission, which may be contacted via its website at [www.dataprotection.ie](http://www.dataprotection.ie).

If you wish to avail of these rights, a request must be submitted in writing to the Trustee's Data Protection Officer. In order to protect your privacy, you may be asked to provide suitable proof of identification before the Trustee can process your request.

### Making contact

Zurich Ireland Master Trustee Designated Activity Company's Data Protection Officer is contactable by phone, email, or post via:

- Customer Services on 01 799 2711
- [dataprotectionofficer@zurich.ie](mailto:dataprotectionofficer@zurich.ie)
- Data Protection Officer, Zurich Ireland Master Trustee Designated Activity Company, Zurich House, Frascati Road, Blackrock, FREEPOST, Co. Dublin.

Please note that this Notice is not a stand-alone document and should be reviewed in conjunction with our Privacy Policy which is available at [www.zurich.ie/privacy-policy](http://www.zurich.ie/privacy-policy).

**Continued overleaf**



# Zurich Master Trust Participation Agreement

THIS PARTICIPATION AGREEMENT is entered into on the date set out herein

Between:

1. **Zurich Life Assurance Public Limited Company** a company incorporated in Ireland under number 58098 with registered office at Zurich House, Frascati Road, Blackrock, Co. Dublin ("**ZLAP**");
2. **Zurich Ireland Master Trustee Designated Activity Company** a company incorporated in Ireland under number 724488 with registered office at Zurich House, Frascati Road, Blackrock, Co. Dublin (the "**Trustee**"); and
3. The employer listed at Section C of the Application Form for Executive Pension (New Business) of which this Agreement forms part (the "**Employer**").

Recitals:

- A. The Zurich Master Trust is a retirement benefits scheme as defined by Section 771 of the Taxes Consolidation Act 1997, established by ZLAP and currently governed by a Definitive Trust Deed and Rules dated 1 November 2021, as amended from time to time.
- B. The Employer wishes to participate in the Zurich Master Trust for the benefit of its current, future and former employees.

Operative Provisions:

## 1 INTERPRETATION

- 1.1 In this Agreement the following terms shall, unless the contrary is expressed, have the meanings ascribed to them in this clause:

**"Agreement"** means this Participation Agreement and the Benefit Annex or Annexes issued in respect of it under clause 2.3;

**"Applicable Laws"** means all laws and regulations (and the prevailing rules, regulations, requirements and determinations of any governmental, market or regulatory authority in any jurisdiction) in each case for the time being in force, which is applicable to this Agreement, the Zurich Master Trust and/or a Party to this Agreement;

**"Application Form"** means the Application Form and Participation Agreement for Executive Pension (New Business) of which this Agreement forms part;

**"Pensions Act"** means the Pensions Act 1990;

**"Relevant Members"** means the individuals who become members of the Zurich Master Trust under the terms of this Agreement;

The **"Zurich Master Trust"** means the retirement benefits scheme currently called the Zurich Master Trust which is governed by the Trust Deed;

**"Trust Deed"** means the Definitive Trust Deed and Rules dated 1 November 2021 by which the Zurich Master Trust is currently governed, as from time to time amended;

**"ZLAP"** means Zurich Life Assurance Public Limited Company as provider of administration services to the Trustee in relation to the Zurich Master Trust, or such other provider of administration services to the Trustee as is appointed from time to time.

- 1.2 The construction of this Agreement is not affected by any heading.
- 1.3 Terms defined in the Trust Deed shall, unless otherwise specified, have the same meaning where used in this Agreement.
- 1.4 In this Agreement any reference to a person shall be to all legal persons of whatsoever kind and however constituted and shall include natural persons, partnerships, firms, limited partnerships, trusts, unit trusts, mutual funds, regulated or unregulated collective investment schemes, other unincorporated bodies and companies and corporate bodies.
- 1.5 Any reference in this Agreement to any enactment shall include references to any statutory modification or re-enactment thereof and to any regulation or order made under such enactment (or under such a modification or re-enactment).
- 1.6 Any reference to the singular includes reference to the plural and vice versa.
- 1.7 Any reference to an Employer in the singular means all the Employers.

## 2 Admission To The Zurich Master Trust

- 2.1 In exercise of the powers contained in clause 8.1 of the Trust Deed, ZLAP with the consent of the Trustee admits the Employer to participate in the Zurich Master Trust with effect from the date specified in the first Benefit Annex issued pursuant to clause 2.3 of this Agreement.
- 2.2 In consideration of ZLAP admitting the Employer to the Zurich Master Trust with the consent of the Trustee, the Employer covenants with ZLAP and the Trustee that while it is participating in the Zurich Master Trust it will observe and perform all the provisions of the Trust Deed and comply with any Applicable Laws so far as they relate to it and to the Relevant Members (or, where applicable, their survivors).

Continued overleaf



- 2.3 ZLAP shall issue a Benefit Annex or Benefit Annexes, as defined in the Trust Deed, which shall set out the benefit terms applicable to the Employer and the Relevant Members' participation in the Scheme. Such Benefit Annex(es) shall form part of this Agreement.
- 2.4 The Employer acknowledges that any individual who is employed within the European Union (other than in Ireland) may not join the Zurich Master Trust and, if any such individual is already a member, he must immediately cease to be in Contributory Service (as defined in the Trust Deed), unless in either case the inclusion of such an individual would not lead to a breach of Part XII of the Pensions Act by either the Trustee or the Employer. The Employer is responsible for ensuring that it complies with this requirement in relation to its current and future employees. The Employer will indemnify the Trustee against all additional costs or liability incurred by the Trustee as a result of:
- 2.4.1 the Trustee having to become authorised by the Pensions Authority under section 149 of the Pensions Act and to comply with the requirements of Part XII of the Pensions Act; or
- 2.4.2 the Trustee being subject to a fine or other penalty imposed by the Pensions Authority as a result of being in breach of those provisions of the Pensions Act
- in each case as a consequence of the Employer failing to comply with its obligations under this clause.
- 2.5 The Employer agrees to indemnify the Trustee against all liabilities, losses, claims, damages, reasonable costs and expenses, fines and penalties incurred by it in the proper performance of its duties to manage and administer that Employer's section or sections of the Scheme in accordance with the provisions of clause 2.7 of the Trust Deed.
- 3 Contributions To The Zurich Master Trust**
- 3.1 The Employer agrees to pay to the Trustee contributions in accordance with the Trust Deed and the Benefit Annex(es). Unless agreed otherwise by ZLAP, all such payments shall be made by transfer into the Zurich Master Trust bank account, details of which will be provided to the Employer by ZLAP.
- 3.2 The Employer shall take all reasonable steps to facilitate the payment of any contributions that a Relevant Member may from time to time request the Employer to pay to the Zurich Master Trust on his behalf.
- 3.3 The Employer will ensure that an appropriate disaster recovery procedure is in place in respect its payroll systems with a view to ensuring that payment of contributions to the Zurich Master Trust is made in accordance with the Trust Deed, the Benefit Annex(es) and all Applicable Laws.
- 3.4 The Employer shall indemnify the Trustee in respect of all additional costs or liability incurred by the Trustee as a consequence of contributions not being paid to the Zurich Master Trust or being paid to the Zurich Master Trust other than as required by the Trust Deed, the Benefit Annex(es) and all Applicable Law.
- 3.5 If the Employer discovers or is informed by the Trustee and/or ZLAP that any contributions paid to the Zurich Master Trust fall short of the contributions required under the Trust Deed and the Benefit Annex(es) the Employer will pay the shortfall to the Trustee as soon as reasonably practicable.
- 4 Information**
- 4.1 For so long as it participates as an employer in the Zurich Master Trust the Employer is responsible for providing or procuring the provision of such data, information, directions and authorisations and access to personnel, and for doing or procuring the doing of such other acts or deeds as the Trustee and/or ZLAP shall reasonably require in connection with the administration of the Zurich Master Trust.
- 4.2 In particular, but without prejudice to the generality of the Employer's obligations in clause 4.1 above, the Employer shall use its reasonable endeavours to ensure that any data, documents, information, or instructions that the Trustee and/or ZLAP requires from it (or others acting for it) are provided in a timely, accurate and complete manner, and in a form accessible by the Trustee or ZLAP as appropriate, together with any co-operation and assistance as the Trustee or ZLAP may from time to time reasonably require.
- 4.3 Where Employee contributions in respect of any of the Employer's Employees that are Members of the Scheme cease whether temporarily or indefinitely, the Employer shall promptly notify the Trustee of the reason for such cessation and provide the Trustee with such information as it reasonably requires to allow it to administer the Scheme.
- 4.4 The Employer shall indemnify the Trustee in respect of all additional costs or liability incurred by the Trustee as a consequence of a failure by the Employer to comply with the provisions of this clause 4.
- 5 Variation**
- 5.1 Subject to clauses 5.2 and 5.3, the Parties jointly may from time to time agree to amend the terms of this Agreement (other than the Benefit Annex(es)) and any such amendments shall be made in writing.
- 5.2 Notwithstanding clause 5.1, the Principal Employer may admit any entity which is or may become associated in business with the Principal Employer to a section of the Executive Pension established in accordance with this Agreement by entering into a written agreement with ZLAP, the Trustee and such associated entity under which the associated entity agrees to comply with the provisions of the Trust Deed so far as they relate to it as a Participating Employer and to its Employees who become Members or Life Assurance Only Members.
- 5.3 For the avoidance of doubt, and notwithstanding the provisions of this clause 5, the Benefit Annex(es) may be amended in accordance with clause 10.1 of the Trust Deed.
- 6 Termination**
- 6.1 This Agreement shall terminate in the event that the Employer ceases to participate in the Zurich Master Trust.



- 6.2 Any termination of this Agreement is without prejudice to the Trustee's continued obligations under the Zurich Master Trust in relation to the Relevant Members and their survivors including the requirement to continue to provide services (as those services may be adjusted from time to time by the Trustee and ZLAP).
- 6.3 Termination or expiry of this Agreement will not affect any accrued rights or liabilities of the Parties. Nor will it affect the coming into force or continuation in force of any clauses or provisions of this Agreement which are expressly or by implication intended to come into force or continue in force on or after termination and which will continue to bind the Parties to this Agreement.
- 7 Execution
- 7.1 This Agreement has been issued to the Employer by ZLAP on behalf of both ZLAP and the Trustee.
- 7.2 The Employer shall enter into this Agreement by arranging for a duly authorised signatory to sign and date it in the space provided below. This will constitute an offer by the Employer to contract with ZLAP and the Trustees on the terms set out in this Agreement and the Application Form of which it forms part.
- 7.3 In consideration of the payment by the Employer pursuant to Clause 3.1, ZLAP and the Trustee may accept the Employer's offer by issuing a Benefit Annex or Annexes to the Employer in accordance with clause 2.3, reflecting the relevant terms of the Application Form. This will constitute an agreement by ZLAP and the Trustee to contract with the Employer and each other on the terms set out in this Agreement and the Benefit Annex or Annexes so issued. This agreement shall be effective from the date specified in the Benefit Annex.
- 7.4 The Parties consent to the execution of this Agreement by the Employer by electronic signature, provided that such manner of execution is permitted by law.



**SIGNED for and on  
behalf of the Employer**  
Please sign and date.

Signature Authorised Signatory

**X**

Date

Print  
Name

**Important note:** This must be signed by the Employer in every instance. Where the Employer has previously signed a participation agreement, signing in the space above reaffirms the Employer's participation in the Zurich Master Trust from the date and on the terms previously agreed, but in respect of a new employee.



Zurich Life Assurance plc  
Zurich House, Frascati Road, Blackrock, Co. Dublin, A94 X9Y3, Ireland.  
Telephone: 01 283 1301 Fax: 01 283 1578 Website: [www.zurich.ie](http://www.zurich.ie)  
Zurich Life Assurance plc is regulated by the Central Bank of Ireland.

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The information contained herein is based on Zurich Life's understanding of current Revenue practice as at January 2023 and may change in the future.

Intended for distribution within the Republic of Ireland.

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