



ZURICH®

Fusion

Group Employer

Intermediary Name					
Financial Advisor Name		Intermediary Number			

[illegible]

B Employer Details

Please complete in
BLOCK CAPITALS.

Full Name of Employer																			
											(The 'Employer')								
Country of Incorporation																			
Address																			
Nature of Business																			
Registered Address (if different from above)																			
Contact Name in Company for this Scheme																			
Contact Name for Administration Queries (if different)																			
Email Address																			
Contact Number																			
Fax Number																			
Company Registration Number																			
Company Tax Reference Number																			

Special Instructions

Employee Details

A Personal Retirement Savings Account (PRSA) or Executive Pension Plan application form must be completed by each employee. The regular contributions will be deducted from employees' salaries by the Employer and remitted to Zurich Life Assurance plc ("Zurich Life"), by direct debit. If contributions are being deducted on a weekly or fortnightly basis, you can calculate the monthly contribution by multiplying by 52/26 and dividing by 12.

Executive Pension Plans

Complete this section for all employees for whom an Executive Pension is required. Each of the employees listed here are together known as the "Employees".

Title (Mr/Mrs/Ms)	Forename	Surname	Date of Birth	Annual Salary	Normal Retirement Age	Monthly Employee Contribution	Monthly Employer Contribution	Plan Start Date

Note:
The plan start date will be the first of the month following the month of the first salary deduction.

PRSA

Complete this section for all employees for whom a PRSA is required.

Title (Mr/Mrs/Ms)	Forename	Surname	Date of Birth	Annual Salary	Normal Retirement Age	Monthly Employee Contribution	Monthly Employer Contribution	Plan Start Date

Note:
The plan start date will be the first of the month following the month of the first salary deduction.

Note:
Relevant for regular
contribution plans only.

D Regular Contribution Increase Options

Please choose Option 1 or 2:

If neither is selected, Zurich Life will automatically apply Option 1.

1. Standard Indexation

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

If contributions are to index at each scheme renewal date, please tick here. ☐

2. Level Contributions

Select this option if **contributions are not to increase each year**. Selecting this option means that contributions may reduce, in real terms, over time.

If contributions are not to increase, please tick here. ☐

E Scheme Details

Scheme Renewal Date (01/MM)

Benefit Statements and Statements of Reasonable Projection will be issued with effect from the Scheme Renewal Date for each contract. Annual Contribution Indexation, if applicable, will take effect on the Scheme Renewal Date.

Vesting: The default vesting option is for immediate vesting of benefits. Employers seeking to have a different vesting arrangement should contact Zurich Life.

F Plan Type

☐ Retirement Advice Plan

OR ☐ Flexible Retirement Plan

OR ☐ Single Contribution Plan

Note:

Single contributions can only be paid by bank draft or cheque.

G Scheme Contribution Details

Basis for Pension Contributions ☒ Fixed[†]

If variable contributions are required for the PRSAs, then the PRSAs and Executive Pensions cannot be administered as one scheme and a common renewal date will not apply to the PRSA scheme. Please contact Zurich Life for further information.

Frequency of Payment to Zurich Life ☒ Monthly

Method of Payment to Zurich Life ☒ Direct Debit

[†] Contributions must remain fixed. To operate a fixed contribution basis for weekly/fortnightly the Employer must use averaging i.e. each month Zurich Life collects the weekly/fortnightly contribution multiplied by 52/26 and divided by 12.

The Employer

H

Note:

Please complete this section even if a PRSA is being used for all employees.



Please sign and date.

Employer Declaration (Part (i))

Data Protection

The Employer declares that the statements made in the previous pages, information provided by Employees and any additional category details given are, in every respect, true and complete.

The Employer further declares that the disclosure by, or on behalf of it, to Zurich Life Assurance plc ("Zurich Life") of any information relating to Employees ("data") which shall include data contained in this application form (or provided subsequently in discussion or otherwise) is provided in accordance with all applicable data protection legislation.

The Employer further declares that it shall ensure that any data supplied to Zurich Life by or on its behalf shall be accurate and up to date.

The Employer acknowledges 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.

I confirm that I have read and fully understand all parts of the above declaration (Part (i)).

Signed for and on behalf of the Employer

X

Date

Position in
Company

Employer Declaration and Appointment of Trustees (Part (ii))

Executive Pension Plans

The Employer confirms that the pension policies effected with Zurich Life in pursuance of this application being the Executive Pension Plan application forms for each Employee listed in Section C will be held by Zurich Trustee Services Limited (the 'Trustee') under irrevocable trust for the purpose of providing retirement and other relevant benefits as defined by Chapter 1, Part 30 of the Taxes Consolidation Act, 1997 to or in respect of each Employee as set out in the rules of each pension plan (the 'Plan').

The Employer agrees that each Plan shall be based upon the statements and declaration made by the Employer and the Employee as part of the applications for the establishment of that Plan which establishment will be conditional on the approval by the Revenue Commissioners of the trust as an exempt approved scheme under Chapter 1, Part 30 of the Taxes Consolidation Act, 1997.

The Employer acknowledges that, in order to administer the Executive Pension Plan it may be necessary for Zurich Life or the Trustee to seek information and benefit details from the administrator or Trustees or any other relevant insurance company of any scheme, arrangement or contract of the Employee, and the Employer authorises the giving of such information and details.

Registered Administrator

The Social Welfare & Pensions Act 2008 (Section 27) requires the trustees of every pension scheme to appoint a Registered Administrator. Zurich Life will provide the service of Registered Administrator (Category III - Annual Benefit Statements and Maintain Accurate Records) for the Plan unless advised to the contrary.

Declaration of Trust

Between (the Employer)

and (the Employees)

and (the Trustee)

Listed in Section C - Employee Details

Zurich Trustee Services Limited

The Commencement Date is the Plan Start Date set out in Section C.

The Employer has decided to establish a Plan in respect of each Employee with Zurich Life.

The Employer hereby appoints the Trustee to be the sole trustee of each Plan, and by signing this declaration, the Trustee agrees to act in that capacity.

Each Plan is hereby established, with effect from the Commencement Date specified above, under irrevocable trusts as a retirement benefits scheme capable of approval by the Revenue Commissioners as an exempt approved scheme under Part 30 of Chapter 1 of the Taxes Consolidation Act, 1997 and is a defined contribution scheme for the purposes of the Pensions Act.

Each Plan is governed by this declaration of trust and by the Plan rules (the **Rules**).

Other Details

Continued overleaf



**Authorised to sign
for and on behalf of
the Employer:**
Please sign and date.

H

Employer Declaration and Appointment of Trustees (Part (ii) continued)

Signature on behalf of **Employer**

X

Date

Full Name (Print):

Position (Print):



**Authorised to sign
for and on behalf of
the Trustee:**
Please sign and date.

TO BE SIGNED BY ZURICH TRUSTEE SERVICES LIMITED ONLY

Signature on behalf of **Trustee**

X

Date

Full Name (Print):

Position (Print):

I

Employer PRSA Responsibilities

Sections 121 and 123 of the Pensions Acts, 1990-2002 place obligations on employers to make Personal Retirement Savings Accounts (PRSAs) available to some of their employees. These employees - termed 'excluded employees' - are any employees that are not members of a pension scheme or need to wait longer than 6 months from the date of commencing employment to be admitted as members of the scheme. If the employer does not operate a pension scheme, all of its employees are deemed to be excluded employees. Any employees that do not have the facility to make Additional Voluntary Contributions (AVCs) are also deemed to be excluded employees. The duties that the employer must carry out for the excluded employees are as follows:

- (i) enter into a contractual arrangement with at least one PRSA provider to enable the employees to participate in at least one Standard PRSA;
- (ii) deduct such sums of money as are requested by each employee from his or her wages or salary and remit them, without deduction, to the appropriate PRSA provider within 21 days of the end of the month in which the deduction is made;
- (iii) notify the employees of their right to contribute to a Standard PRSA in the manner described above;
- (iv) pay to the appropriate PRSA provider, without deduction, within 21 days of the end of every month, any sum expressed as a cash amount or proportion of an employee's wages or salary that the employer is obliged to pay to the employee's PRSA provider;
- (v) ensure that each employee to whom (ii) or (iv) applies is given a statement at least once a month that specifies the total amount deducted from his or her wages or salary and remitted to the appropriate PRSA provider or the total amount paid to the appropriate PRSA provider on his/her behalf in the previous month or period since the last statement was given;
- (vi) allow PRSA providers or intermediaries reasonable access to the employees at their workplace for the purpose of concluding Standard PRSA contracts; and
- (vii) allow the employees reasonable paid leave of absence, subject to work requirements, to enable them to make arrangements to establish Standard PRSA contracts.

Please note that the employer will be deemed to have carried out duty (v) if it includes the relevant details in the employee's payslip.

The employer must ensure that the Standard PRSA made available is an approved PRSA, but it will not be responsible for the investment performance of the PRSA.

Zurich Life, as the PRSA provider, will be pleased to assist an employer to meet all of its obligations under the Pensions Acts. In particular, Zurich Life and its authorised intermediaries will work with the employer to provide facilities for its staff to be given professional advice on all PRSA options available.

Zurich Life has received approval from the Pensions Board and Revenue Commissioners under Section 94 of the Pensions Acts, 1990-2002 to sell PRSAs. Furthermore, Zurich Life has approval to sell a range of 17 different PRSAs. These products have access to a number of investment strategies and a wide range of approved investment funds. Within this wide range of options, an employer should be able to find a PRSA that is suitable for both the employer and the employees.



The Employer

Note:

Please complete this section even if no employees are being provided with PRSAs.

I hereby appoint Zurich Life for the time being to provide Standard and Non-Standard Personal Retirement Savings Accounts ('PRSAs') in accordance with Sections 121 and 123 of the Pensions Acts, 1990-2002 to its employees ('the employees'). I understand that the Employer may rescind this appointment at any time by giving notice to Zurich Life.

The Employer declares that it will make such contributions to the employees' PRSAs as are specified in the employees' PRSA application forms. I understand that the Employer may increase, decrease, cease or change the method or frequency of payment of, or vary in any other way its contributions to any or all of the employees' PRSAs. I agree to remit these employer contributions in full via monthly direct debit together with an employee listing of the contributions due to Zurich Life within 21 days of the end of the month in which the salary to which the Employer contributions relate was paid.

The Employer will deduct the PRSA contributions from each employee's salary that effects a PRSA with Zurich Life for the amounts and at the interval notified to the Employer by the employee provided they are within Revenue Limits and will remit these contributions in full via monthly direct debit together with an employee listing of all the contributions due to Zurich Life within 21 days of the end of the month in which the deduction is made.

The Employer agrees to advise Zurich Life immediately if any employee that is contributing to a Zurich Life PRSA amends contributions, resigns from service or ceases contributions to his/her PRSA.

The Employer declares that all the information contained in this Application Form is true and complete and shall be the basis of the contract between the Employer and Zurich Life.

I confirm that I have read and fully understand the above declaration.

Signed for and on behalf of the Employer

X

Date

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Position in Company

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Please sign and date.

Please see overleaf for Employer Direct Debit Instruction.

Employer Direct Debit Instruction

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

X

Holder(s)

X

SWIFT BIC
(Bank Identification
Code)

Date of
Signing



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

ZURICH LIFE ASSURANCE PLC

Creditor Address

ZURICH HOUSE, FRASCATI ROAD, BLACKROCK
CO. DUBLIN, IRELAND

Type of Payment

RECURRENT

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 company's IBAN and BIC details are included on your bank statement.

Zurich Life Assurance plc

Zurich House, Frascati Road, Blackrock, Co. Dublin, Ireland.

Telephone: 01 283 1301 Fax: 01 283 1578 Website: www.zurich.ie

Zurich Life Assurance plc is regulated by the Central Bank of Ireland.

The information contained herein is based on Zurich Life's understanding of current Revenue practice as at May 2018 and may change in the future.

Intended for distribution within the Republic of Ireland.

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