

Guidance notes for Short-Service Annuity

Please detach and retain for future reference

You should only complete this application for a short-service annuity if you are a re-employed teacher, aged 60 or over, and you do not intend to undertake further employment which would entitle you to a further pension.

The annuity will increase each year in line with the Pensions (Increase) Act 1971. It is not possible to convert your annuity into a lump sum. The annuity does not revert to a dependant in the event of your death.

Please note if you have paid contributions after 1 April 2015 your Short Service Annuity will be payable from your state pension age or 65, whichever is later.

Please only complete this application if you have less than one calendar year service.

A Short Service Annuity is payable 6 weeks after SPPA receive your completed application form.

A Short Service Annuity is calculated as follows:-

The Total contributions made in re-employment is divided by an age based factor supplied by the Government Actuary's Department.

Lifetime Allowance (LTA)

Please note that payment of a Short Service Annuity will contribute towards your LTA for tax purposes. The LTA is the total allowable value of benefits (both pension and lump sum) from all registered pension schemes. This excludes pensions payable from the state. The LTA is set at £1,000,000 for the 2016/17 tax year.

If the total of your benefits from all registered pension schemes is less than £40,000 per annum, please tick the 'No' box. If your benefits in payment and about to come into payment on the same date as your teachers' pension exceeds £40,000 per annum, please tick the 'Yes' box. A further form will be forwarded for you to complete.

If an LTA charge is due, it will be calculated by SPPA and a reduction will be made to your pension. The charge will be notified to Her Majesty Revenue and Customs (HMRC).

Scottish Teachers Pension Schemes

SECTION 1 - PERSONAL DETAILS

Superannuation number (if known)

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Surname

Former surname (if applicable)

Forenames (in full)

Title

Dr Mr Mrs Miss Ms

Other (please specify)

Date of birth (e.g. 15/04/1943)

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National Insurance number

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Contact address

Postcode

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Home telephone number (including STD code)

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Mobile telephone number

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Email address

SECTION 2 – EMPLOYER DETAILS

Please provide details of all employers you have worked for since returning to work.

Name of Employer	Dates Re-employed

SECTION 4 – LIFETIME ALLOWANCE

Will the total of your annuity from the STSS and any other pension currently in payment at retirement exceed £40,000 per annum?

Yes

No

SECTION 3 - BANK DETAILS

Name of account holder

Name of Bank/Building Society

Branch

Branch address

Postcode

Branch sort code

Account number

Building Society roll no

Bank account type

Current account

Deposit account

If your bank is outside the UK, please indicate which country you want your pension paid to.

We will issue the appropriate TAPS form to you for completion.

SECTION 5 – DECLARATION

- I understand that because I do not qualify for retirement benefits, for a period of re-employment, I must apply for a short service annuity
- I agree to inform the STSS of any change to my retirement date or to any other details I have provided on this form
- I understand that any overpayment of benefits must be repaid
- I understand that if my existing benefits and benefits from the STSS at retirement exceed the LTA at retirement and I have no transitional protection certificate, the LTA charge will be paid and my benefits reduced
- I confirm that I am not in breach of the HMRC recycling rules
- the information I have given on this form is true to the best of my knowledge and belief.

Signed

Date

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Please return this form to SPPA, 7 Tweedside Park, Tweedbank, Galashiels, TD1 3TE