

**ADDITIONAL VOLUNTARY CONTRIBUTIONS (AVCs)
Church Administrators Pension Fund – Defined Contribution Section**

Paying monthly contributions – email this to staffpayroll@churchofengland.org

Paying a one-off lump sum - email this to pensions@churchofengland.org

1: Your personal details

Full name:										
Date of birth:			/			/				
National Insurance number:										

2: Monthly AVCs from my salary

I wish to contribute _____% a month with effect from ____/____/____

I agree for this to be taken from my salary. I understand that the employer will match my contribution up to a maximum of 3%. If you are stopping your contribution, please put zero.

3: One-off lump sum

When making the payment, please add your NI number as the reference, and email us to let us know you have made the payment, so we can allocate this to you.

I wish to pay a lump sum of £ _____

Please make the payment to:

Account name: Church Administrators Pension Fund
Sort Code: 30-65-41
Account No: 39101460

Date:/...../.....

Signed:

4: To be completed by NCI payroll team

Payroll Amended
Matching Employer Contributions

Signed:

Date:/...../.....