



## NOTIFICATION OF CHANGES AFFECTING A PENSIONABLE EMPLOYEE

Employer: \_\_\_\_\_ Employee Name (in full): \_\_\_\_\_

NI No: \_\_\_\_\_ Employee Email: \_\_\_\_\_

The Employee: -

(a) Name Change From \_\_\_\_\_ To \_\_\_\_\_

(b) Was married on (if applicable) \_\_\_\_/\_\_\_\_/\_\_\_\_

or Registered Civil Partnership on \_\_\_\_/\_\_\_\_/\_\_\_\_

(c) Has changed contribution banding from \_\_\_\_ to \_\_\_\_

Date of above change \_\_\_\_/\_\_\_\_/\_\_\_\_

(d) Has changed address to:

\_\_\_\_\_  
\_\_\_\_\_

The Shropshire County Pension Fund is a Data Controller under Data Protection legislation. This means we store, hold and manage personal data in line with statutory requirements to enable us to provide pension administration services. The Fund has a memorandum of understanding which provides more information. To enable us to carry out our statutory duty, we are required to share information with certain bodies, but will only do so in limited circumstances. For more information about how we hold data, who we share it with and what rights scheme members have to request information from the Fund, please visit [www.shropshirecountypensionfund.co.uk](http://www.shropshirecountypensionfund.co.uk).

### For Completion by Authorising Signatory:

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signed (by authorised signatory): \_\_\_\_\_

### Please return this form to:

Pensions Services  
Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

Or Send a scanned copy to:  
[pensions@shropshire.gov.uk](mailto:pensions@shropshire.gov.uk)