



**NIGERIAN UNIVERSITY PENSION MANAGEMENT COMPANY LIMITED**  
**RETIREMENT SAVINGS ACCOUNT OPENING FORM**

All fields must be filled in BLOCK LETTERS  
Fields marked \* are mandatory.  
Fields marked \*\* are conditionally mandatory.

**A. PERSONAL DATA**

Title*	Gender (M/F)*	Marital Status (M/S/D/W)*
Mr. Mrs. Ms. Miss.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname*	First Name*	
<input type="text"/>	<input type="text"/>	
Middle Name	Date of Birth*	
<input type="text"/>	<input type="text"/>	
Nationality*	Mother's Maiden Name	
<input type="text"/>	<input type="text"/>	
State of Origin**	LGA**	
<input type="text"/>	<input type="text"/>	
Town**	Personal Email Address	
<input type="text"/>	<input type="text"/>	
Primary Phone Number *	Alternate Phone Number	
<input type="text"/>	<input type="text"/>	
Residential Address (Not P.O. Box)		
<input type="text"/>		
Town **	LGA**	State**
<input type="text"/>	<input type="text"/>	<input type="text"/>
Correspondence Address		
<input type="text"/>		
Town	LGA	State
<input type="text"/>	<input type="text"/>	<input type="text"/>
National Identity Number (NIN)	Bank Verification Number (BVN)*	
<input type="text"/>	<input type="text"/>	

**B. EMPLOYMENT RECORD**

Employer Code	<input type="text"/>	
Name of Organisation in full *	<input type="text"/>	
Office Address (Not P.O. Box) **	<input type="text"/>	
Office Telephone Number	Date of First Employment *	Date of Confirmation
<input type="text"/>	<input type="text"/>	<input type="text"/>
Designation/Rank **	Staff No. / File ID *	
<input type="text"/>	<input type="text"/>	

**C. REMUNERATION DETAILS (in Naira)**

Basic (N)	Housing (N)	Transport (N)	Other Allowances (N)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Salary Structure (eg. CONTISS, CONUASS, e.t.c.) **	GL**	Step **	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

**D. MONTHLY PENSION CONTRIBUTION**

Employee Contribution	Employer Contribution
N <input type="text"/> K	N <input type="text"/> K
Total Contribution	Contribution Rates:
N <input type="text"/> K	Employee <input type="text"/> % Employer <input type="text"/> %
Additional Voluntary Contribution: (%) <input type="text"/> OR	N <input type="text"/> K

**E. NEXT OF KIN**

Title *	Surname *	First Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Middle Name	Gender (M/F) *	Date of Birth
<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship *	Nationality *	
<input type="text"/>	<input type="text"/>	
Phone Number	Email Address	
<input type="text"/>	<input type="text"/>	
Residential Address		
<input type="text"/>		
Town**	LGA**	State **
<input type="text"/>	<input type="text"/>	<input type="text"/>
		Country *
		<input type="text"/>

How would you like to receive your vital documents (Registration Certificate, RSA Statement, e.t.c.)  
 Select as appropriate: Email:  Office:  Residential Address:  Hold (Don't Deliver):

**F. CERTIFICATION**

I hereby certify that the information provided in this form is correct. I further consent and authorize Nigeria Inter-bank Settlement System Plc and National Identity Management Commission to release my BVN and/or NIN information (as may be required) to the National Pension Commission (PenCom), upon request by my Pension Fund Administrator, for the maintenance and operation of my Retirement Savings Account. It is my understanding that PenCom shall exercise due care to ensure that my information is secure and protected.

Passport must be on white background. Write name behind the passport. Affix with gum.  <b>DO NOT STAPLE.</b>			Signature
Photograph *	Left Thumb	Right Thumb	Date (DD/MM/YYYY) <input type="text"/>

**FOR OFFICE USE ONLY**

Registration Date	Agent Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>
Agent Name		
<input type="text"/>		
Reference Number		
<input type="text"/>		

**Required Documents For Registration**

- Copy of a valid identification (Natl. ID Card / Driver's License / Permanent Voters Card (PVC) / Intl. Passport).
- Copy of Staff ID, where available.
- Copy of Letter of First Appointment or Attestation Letter (for public sector employees).
- Copy of birth certificate or declaration of age.
