**Advance Notification of Electronic Fund Transfer Payment (EFT) to the (insert relevant ETB name) Bank Account.**

The Department of Finance Circular 1/2013 stipulates that with effect “From 19 September 2014 the Public Sector will cease to accept cheques from business users”. However Personal cheques will continue to be accepted.In this regard this ETB utilises a commercial bank account for the collection of General Remittances, to which fund transfers may be carried out via banking on line/credit transfer.

The attached form must be completed and forwarded by email to (insert relevant e-mail address) or by post to (insert relevant ETB name), Pension Section, insert address in advance of making a payment by Electronic Fund Transfer (EFT) to (insert relevant ETB name) Bank Account. Please note in the absence of the attached form, Pension Unit will not be in a position to credit individuals with any payment lodged which may lead to unnecessary delays in the processing of benefits.

Teacher □ Non-Teaching Staff □ Other □

Name:

Payroll/PPS Number:

Amount of Payment:

Category of Payment (Please see below):

Date of Payment:

Name of Business/Company:

Business Contact Name and Phone Number:

Pension Unit Contact (if available):

Categories of Payments (Please pick one)

1. AVC Transfer. □
2. Private Transfer Value. □
3. Purchase of Notional Service by Lump sum. □
4. Payment of Pension Contributions. □
5. Payment of Pension Contributions for overseas service (Comhlamh). □
6. Payment of Pension Contributions owed from an individual. □

Number above:

Any queries in relation to this form should be emailed to <insert relevant e-mail>.

**Pension Section**