



## **PROVIDENT INSTITUTIONS DIVISION**

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PENSION FUNDS DEPARTMENT  
APPLICATION FORM FOR SECTION 14 TRANSFERS

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**APPLICATION FORM FOR THE AMALGAMATION AND/OR TRANSFER OF BUSINESS IN TERMS OF  
SECTION 14 OF THE PENSION FUNDS ACT, 1956 (Act NO. 24 OF 1956)**

I/We, \_\_\_\_\_ (name of transferor fund) and  
\_\_\_\_\_ (name of transferee fund), do  
hereby apply for amalgamation and/or transfer of business in terms of Section 14 of the Pension Funds  
Act, 1956 (Act No. 24 of 1956).

<b>SECTION A – GENERAL</b>
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**PLEASE COMPLETE THE FORM IN FULL**

**1. Transferor fund information**

- 1.1 Name of the fund .....
- 1.2 Type of the fund (DB of DC) .....
- 1.3 Registration number of fund .....
- 1.4 Registration date of the fund .....
- 1.5 Participating Employer Name (umbrella funds only) .....
- 1.6 Date that the special rules were approved .....
- 1.7 Is the fund/participating employer ceasing to exist .....
- 1.8 Valuator Name .....

**2. Transferee fund information**

**PF/S14/2014**

- 2.1 Name of the fund .....
- 2.2 Type of the fund (DB of DC) .....
- 2.3 Registration number of the fund .....
- 2.4 Registration date of the fund .....
- 2.5 Participating Employer Name (umbrella funds only) .....
- 2.6 Date that the special rules were approved .....
- 2.7 Valuator Name .....

**3. Details of the Principal Officers and Chairpersons/trustees of the Board of Trustees of the Transferor and Transferee funds.**

**3.1 Principal Officer and Chairperson of the Board of Trustees - Transferor fund:**

DETAILS	PRINCIPAL OFFICER	CHAIRPERSON
Full Name		
Identity Number		
Nationality		

**3.2 Principal Officer and Chairperson of the Board of Trustees - Transferee fund:**

DETAILS	PRINCIPAL OFFICER	CHAIRPERSON
Full Name		
Identity Number		
Nationality		

**4. Details on benefits to be transferred**

Description	Amount to be transferred (N\$)	Number of accounts/members to be transferred
Active members		
Pensioners		
Unclaimed benefits		
Sub total		
Reserves		
Total		

**5.** Funding Level of the Transferor Fund .....

**6.** Date of the last statutory valuation of Transferor Fund .....

**Signed for the Transferor fund:**

.....  
Transferor fund's Principal Officer (signature)

.....  
Date

.....  
Transferor fund's Chairperson (signature)

.....  
Date

**Signed for the Transferee fund:**

.....  
Transferee fund's Principal Officer (signature)

.....  
Date

.....  
Transferee fund's Chairperson (signature)

.....  
Date

**SECTION B – PARTICIPATING EMPLOYER'S CONFIRMATION OF MEMBERS CONSENTING AND/OR OBJECTING TO THE TRANSFER (IN THE CASE OF THE TRANSFEROR FUND BEING A DEFINED BENEFIT FUND)**

(Kindly attach the list of members objecting to the transfer and provide reasons)

<b>SECTION C – PARTICIPATING EMPLOYER’S CONSENT</b>
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I,....., as representative of  
the participating employer in the .....Fund

as at ...../...../....., agree to the transfer from  
.....fund to  
.....fund.

.....  
**Print Name (representative)**

.....  
**Signature**

.....  
**Date**

**SECTION D – DECLARATION BY THE PRINCIPAL OFFICER AND CHAIRPERSON OF THE TRANSFEROR FUND**

We, the undersigned declare that all the information provided in this application and the attachments in Section F of this application are complete, true and correct.

**PF/S14/2014**

We furthermore confirm that:

- We have familiarized ourselves with the terms and conditions pertaining to the Pension Funds Act, (Act No. 24 of 1956);
- We will ensure compliance with the terms thereof; and
- We undertake to provide any other information, which may be required by the Registrar.

.....  
**Transferee fund's PO (signature)**

.....  
**Date**

.....  
**Transferee fund's Chairperson (signature)**

.....  
**Date**

<b>SECTION E – DECLARATION BY THE PRINCIPAL OFFICER AND CHAIRPERSON OF THE TRANSFEE FUND</b>
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We, the undersigned, declare that all the information provided in this application and the attachments in Section F of this application are complete, true and correct.

**PF/S14/2014**

We furthermore confirm that:

- We have familiarized ourselves with the terms and conditions pertaining to the Pension Funds Act, (Act No. 24 of 1956);
- We will ensure compliance with the terms thereof; and
- We undertake to provide any other information, which may be required by the Registrar.

.....  
**Transferee fund's PO (signature)**

.....  
**Date**

.....  
**Transferee fund's Chairperson (signature)**

.....  
**Date**

<b>SECTION F: REQUIRED DOCUMENTS FOR THE SECTION 14 TRANSFER APPLICATION</b>
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*Kindly confirm the attachment of documents by marking the appropriate box with an "X"*

Required document	Attached
<b>From Namibian funds to Namibian funds: <i>transfer to a registered fund</i></b>	
Certificate/Scheme in terms of section 14 (1)	
Signed valuator special report of the transferor fund	
Signed valuator special report of the transferee fund	



**PF/S14/2014**

Member communication proof	
Member data(name and amount)	
Signed Principal Officer and Board Chairperson certificate of the transferor fund	
Signed Principal Officer and Board Chairperson certificate of the transferee fund	
Members consent letter for transfers from Defined Benefit Fund to Defined Contribution Fund as per Circular PI/PF/03/2012	
Employer consent letter for all types of transfers, as per Circular PI/PF/03/2012	
Special rules for the umbrella fund transfers	
<b>From a Namibian fund to any other person (other than a registered Pension Fund)</b>	
Certificate/Scheme for transfer section	
Signed valuator special report of transferor fund	
Member communication proof	
Member data(name and amount)	
Signed Principal Officer and Board Chairperson certificate of the transferor fund	
Employer consent letter for all types of transfers, as per Circular PI/PF/03/2012	
<b>From Namibian funds to South African funds: transfer to a registered fund</b>	
Certificate/Scheme for transfer section	
Signed valuator special report of transferor fund (transferor)	
Member communication proof	
Signed Principal Officer and Board Chairperson certificate of transferor fund (transferor)	
Member data(name and amount)	
Members consent letter for transfers from Defined Benefit Fund to Defined Contribution Fund as per Circular PI/PF/03/2012	
Employer consent letter for all types of transfers, as per Circular PI/PF/03/2012	
Financial Services Board confirmation of the registration of the transferee fund	
<b>From South African funds to Namibian funds: transfer to a registered fund</b>	
Certificate/Scheme for transfer section	
Signed valuator special report of transferee fund	
Signed Principle Officer and Board Chairperson certificate of transferee fund	
Member data(name and amount)	
Financial Services Board approval certificate of the section 14 transfer	