

Departure notice

Employer

Last name: _____ Post code/place: _____ Contract no.: _____

Insured person

First name: _____ Last name: _____

Street, no.: _____ Post code/place: _____

Date of birth: _____ AHV no.: _____

Is the insured person married? ☐ yes ☐ no Date of marriage: _____

End of employment: _____ Retirement? ☐ yes ☐ no

Leaving as a result of job cuts / restructuring? ☐ yes ☐ no

Termination by employer? ☐ yes ☐ no

The employer is legally obliged to immediately report to the foundation any job cuts / restructuring of the company that could lead to a partial liquidation.

Transfer of vested benefits

☐ The vested benefits must be transferred to the pension fund of the new employer.

Name of new employer: _____ Post code/place: _____

Name of pension fund: _____ Post code/place: _____

Bank / post office account details: _____

Post office account: _____ Bank account: _____

Cash payment of vested benefits

☐ Vested benefits are to be paid out in cash; grounds for the cash payment and the documents required are detailed on the reverse side.

☐ The insured person is self-employed and is no longer a member of a mandatory occupational pension fund.

☐ The insured person is leaving Switzerland for good on: _____ Destination country: _____

Confirmation date: _____ Signature of spouse: _____ Signature of insured person: _____

Bank / post office account details: _____

Post office account: _____ Bank account: _____

We'll be happy to help.

ÖKK Occupational pensions, Comercialstrasse 23, 7000 Chur
Telephone 081 552 02 92, info@oekkbg.ch

**Insurance that
makes sense.**

ÖKK

Maintenance of pension coverage

☐ The vested benefits are preserved by opening a vested benefits account at a Swiss bank.

It is possible to preserve them in this way if the vested benefits cannot be transferred to a new pension fund or paid out in cash. If ÖKK Occupational pensions does not receive any instructions, it shall determine the way the pension coverage is maintained.

We hereby confirm that the insured person is fully able to work upon leaving the company.
If they are unable to work, this must be noted in the relevant section.

Notes

Place/date:

Signature of employer:

Signature of insured person:

Grounds for cash payment and required documents

The pension fund must verify whether the requirements are met for a cash payment to be made.

If the insured person is leaving Switzerland for good:

Signed confirmation from the insured person on the front side and confirmation from residents' registration office.

If the insured person becomes self-employed and is no longer a member of a mandatory occupational pension fund:

Signature of insured person on the front side as well as confirmation from AHV compensation fund.

If the vested benefits are less than one annual contribution of the insured person:

☐ Mark "x" here and ensure the signature of the insured person is on the front side.

Depending on the case, the following documents are required and must be submitted with the "Departure notice" as applicable.

For married persons, their spouse's signed consent is required on the front page.

A copy of the spouse's passport or ID must also be provided. The spouse's signature must be official notarised on the departure notice (notary/municipality).

For single people, a confirmation of marital status must be provided.

The pension fund may request additional information and documents as necessary.