

Distribution of Lump Sum Death Benefits Expression of Wish Form

Notice to Scheme Member

One of your employment benefits with Wilson Vale is membership of our group Life Insurance Policy, subject to approval by our insurer and the criteria in your company handbook. If you pass away whilst you are employed by Wilson Vale we will make a claim on our Insurance policy, if you do not have a will in place or we do not have an expression of wish form on file for you then it will be Andrew and Carolyne as Trustees of the scheme who will decide who to pay any lump sum out to.

- The scheme rules allow the Trustees to pay the lump sum death benefit in the way they think best. This is called “Trustees discretion”.
- Under current law if the Trustees decide who receives the death benefits, no Inheritance Tax will have to be paid on that part of the lump sum.
- You can tell the Trustees who you would like the lump sum death benefits paid to by using the “Notice to Trustees” below.

Instructions to the Scheme Members

If you want to tell the Trustees who you would like the lump sum death benefits paid to:

- You should fill in the form below and keep a copy of your nomination.
- You should give it to your employer (who is the Trustee) in a sealed envelope marked private and confidential for the attention of Melissa Wallbank at the Head Office address. Clearly write your name and site name on the front of the envelope and also write ‘Only to be opened in the event of my death’.

Information Notice – Data Protection

This form will be kept in your personnel files at Head Office for the duration of your employment.

- If you have any objections, please contact payroll who can seal it in an envelope on your behalf. The envelope containing the form will be securely destroyed the month following your leave date. The envelope will only be opened in the event of your death and will then only be used for the purposes of administering any life assurance claim. It is your responsibility to complete a new form should any of the below details change.

Notice to The Scheme Trustees:

If any lump sum death benefits are paid when I die, I would like them paid to the following. (Please give the name & relationship of the person to benefit and their current address. If there is more than one person please give the percentage that you would like each to receive). If you need more space then please continue on a blank sheet of paper, sign, date and securely attach to this form.

Name and Relationship	Address	Percentage

I understand the following

- The Trustees may pay out my lump sum in the way they think best.
- The Trustees do not have to keep to my wishes shown above.
- I can change my wishes at any time by giving another "Notice" to the Scheme Trustees.

Signature		Date	
Your full name (Please use BLOCK CAPITALS)			
Site Name:			
Your full address including postcode			