

# Retirement Quote Request Form



**The following is important:**

- Ensure that form is completed in full
- Allow 5 working days for a reply from Retirement Fund Department
- Please note that the retirement date can only be at the end of a calendar month
- Include details of common law husband / wife / tradition spouse or life partner \*
- Please email the form to: [fuse@tfq.co.za](mailto:fuse@tfq.co.za)
- For enquiries contact Cindy Doyle (021) 938 7070

Surname of employee	
Full names of employee	
Employee no.	
Employee's date of birth	
Date of planned retirement / quote (This date can only be the end of a calendar month) <b>Retirement cannot take place before age 55</b>	
Marital Status* (common law husband / wife / traditional spouse or life partner including same sex partner)	
If Married, husband / wife's date of birth*	
Where the quote must be sent to? (give email, fax or home address)	
Telephone no.	
Email address	
Signature	
Date	

Protection of Personal Information Act (POPIA) notice - The information requested in this document constitutes personal information in terms of POPIA and may include financial information. The Fund must collect, use and keep this personal information to enable it to process your retirement claim. The Fund may share your personal information contained herein with other relevant service providers of the Fund, such as tracing agents, but only to the extent necessary to fulfil its obligations in terms of the Pension Funds Act. If the information is not readily provided, the Fund may have difficulties to pay your retirement benefit to you. The information will be kept confidential and processed in accordance with POPIA and will be held for a period as set out in the Fund's Retention of Records Guide. Last update October 2019