

# Period of Grace Notice Form

## The Occupational Pension Schemes (Employer Debt and Miscellaneous Amendments) Regulations 2008 (SI 2008/731) ('the Regulations')

Please take this notice as the intention of (insert employer name)

..... ('the Employer')

a participating Employer in (insert scheme name)

..... ('the Scheme')

to rely on the 'period of grace' provisions as contained in the Regulations.

The last active member of the Scheme employed by the Employer left on

..... (insert date).

## Notice to Verity Trustees Ltd

By signing this notice the Employer confirms that it intends to employ at least one person who will be an active member of the Scheme within twelve months of the date that the last active member of the Scheme employed by the Employer left the Scheme (the period of grace).

If, at the end of the period of grace the Employer employs no active members of the Scheme, then a cessation event will be deemed to have occurred as at the date given above.

However, the Employer may make a request in writing, for the Trustee to exercise its discretion to extend the period of grace, up to a maximum of thirty six months (in total, including the initial 12 month period). A request for an extension must be made whilst the initial period of grace is in place; this is because an extension cannot be made retrospectively. Please note that the Trustee may require evidence of the financial strength and stability of the Employer before granting an extension and evidence of attempts made by the employer to enrol a new member into the Scheme.

### **The decision to extend the period of grace is at the absolute discretion of the Trustee.**

Signed on behalf of the Employer: .....

Print Name: .....

Position: ..... Date: .....

*Personal data which is held will be processed in line with data protection laws. For more information, see [www.tpt.org.uk/privacy-policy](http://www.tpt.org.uk/privacy-policy). The Data Controller is Verity Trustees Ltd.*