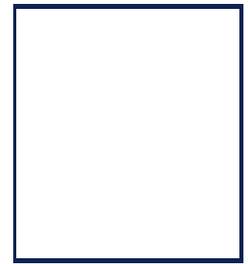




Makerere
University
Retirement
Benefits
Scheme



MID-TERM ACCESS (12%) APPLICATION FORM

This form should be completed by a member seeking his/her benefits.

PERSONAL INFORMATION

Name of Member: _____ Payroll/IPPS Number: _____

Date of Birth: _____ Date of Joining Makerere University Service: _____

Current University College/School: _____

Current Department/Unit: _____ Position: _____

Phone Number: _____ E-Mail Address: _____

REQUIRED ATTACHMENTS *(Please submit these as part of this application)*

- i) Current Passport Size Photograph
- ii) Copy of National ID and Makerere University ID
- iii) Copies of three (3) most recent salary pay slips
- iv) Letter from the Directorate of Human Resources (Salaries Office) confirming your employment details as indicated on this Form
- v) Bank Confirmation Letter verifying the applicant's bank account details as indicated on this Form

BANK ACCOUNT DETAILS

Please provide below your bank account details for the purpose of depositing your funds.

NAME (as indicated on your Bank Account): _____

ACCOUNT NUMBER (Start in the first space)

1	2	3	4	5	6	7	8	9	10	11	12	13

NAME OF BANK: _____

BRANCH NAME: _____

NOTE: *You are responsible for the correctness of your bank account details and the Trustees of MURBS will not be responsible for any mistake on your behalf.*

Signature of Applicant: _____ **Date:** _____

COMPLETED BY (FOR OFFICIAL USE ONLY) :

Pension Officer: _____ Signature : _____

Date and Stamp: _____



Makerere
University
Retirement
Benefits
Scheme

Date:

To: The Manager,

.....

Dear Sir/ Madam,

Re: Confirmation of Bank Account Details

This is to inform you that Makerere University Retirement Benefits Scheme (MURBS) is processing retirement benefits for The funds will be paid into his/her bank account held in your bank.

This is therefore to request you to confirm to MURBS, in writing, the following:

1) Account Details

Account Name

Account Number

Bank Name

Branch Name

Yours Sincerely,

Susan Khaitsa

Principal Pension Officer