



## RETIREMENT SAVINGS ACCOUNT (RSA) REGISTRATION FORM

Please fill clearly and use Capital Letters only

**\*Mandatory Field, \*\* Conditional Mandatory Field**

Please affix a recent coloured passport photograph taken against a white background. Ensure your Name is boldly written at the back of the affixed passport photograph

\*Passport

\* Form Reference Number 

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 \*\* Temporary PIN 

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\* Registration Type: (Please tick as applicable) New RSA Registration ☐ Micro Pension ☐ Non-Interest ☐ TP IN Regularisation ☐

### 1. Personal Data

*Title (Mr, Mrs, Miss, Ms)	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					*Surname	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																										
*First Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					*Date of Birth (DD/MM/YY)	<table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table>																																										
Middle Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					*Gender	M <input type="checkbox"/> F <input type="checkbox"/>																																										
Maiden Name/ Former Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					*Marital Status	MD <input type="checkbox"/> SG <input type="checkbox"/> DV <input type="checkbox"/> WD <input type="checkbox"/>																																										
* Place of Birth	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					**State of Origin	<table border="1"><tr><td></td><td></td></tr></table>			**L.G.A	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>																																						
* Nationality	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					*Phone Number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																					Alternate Phone Number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
* NIN (National Identity Number)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					(Country Code + Tele/Mobile Number)																																											
* BVN (Bank Verification Number)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																																
Personal Email Address	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																																

### Residential Address

House No./Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																					**Zip Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					** LGA Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>														
Street Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					** State of Residence Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
**Village/Town/City	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					* Country of Residence Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
P.O.Box/P.M.B	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					* Location	Nigeria (N) <input type="checkbox"/> Abroad (A) <input type="checkbox"/>				

### Bank Details ( For Micro Pension Only)

Bank Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																					Account Number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
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### 2. Employment Record

#### 1. Public Sector Employees [ Federal (PU)/ State (ST) ] 2. Private Sector Employees (PR) 3. Micro Pension Plan (MP) 4. Cross Border Employees (CP)

* Employer Type	<table border="1"><tr><td></td><td></td></tr></table>			* Is your Employer under IPPIS?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																													
* Nature of Business	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																	
** Full Name of Employer	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																	
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Employer's Address																																																		
Building No./Name	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					** Location	Nigeria (N) <input type="checkbox"/> Abroad (A) <input type="checkbox"/>											
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Employer's Email Address	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					**Zip Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>											
Employer's Phone	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				Date of Current Appointment	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							** LGA Code	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
** Date of First	<table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table>							Designation/ Rank	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																														**Date of Transfer of Service	<table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table>										
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### 3. Next of Kin (NOK) Details

[illegible]

## NOK Address

House No./ Name															**Zip Code			** LGA CODE		
Street Name																		** State of Residence Code		
**Village/ Town/City																		* Country of Residence Code		
P.O.Box/ P M B																		* Location Nigeria (N) <input type="checkbox"/> Abroad (A) <input type="checkbox"/>		

**Note:** For Additional Next of Kin, please send the Details to "customer@nlpcpa.com"

**4. \* Notification Setup -** Please tick the appropriate box

4. **Notification Setup** Please tick the appropriate box  
Please indicate where you would want your correspondence sent to (e.g. Statement of Account, Welcome letter, etc)

E-mail & SMS Only ☐ Residence ☐ Don't Deliver ☐

5. \* Customer Authorization for access to National Identity Number (NIN) Information

I hereby certify that the information provided in this form is correct. I further consent and authorise the National Identity Management Commission to release my NIN information (as may be required) to the National Pension Commission (PenCom), upon request by my Pension Fund Administrator, for the maintenance and operation of my Retirement Savings Account. It is my understanding that PenCom shall exercise due care to ensure that my information is secure and protected.

[illegible]

## 6. \* For Official use Only

Does the applicant have any physical challenge ? Yes ☐ No ☐ If yes, tick Type Partial ☐ Permanent ☐

[illegible]

I hereby certify that the information given above is correct to the best of my knowledge. This form was administered by:

[illegible]**Supporting Documents** (Please tick the appropriate box)

**General Documents:**

- ☐ **National Identity Card or Slip** - Issued by the National Identity Management **Commission** indicating the National Identity Number (NIN)
- ☐ **Means of Identification** - Staff ID/ Valid Driver's license/ Voters card/ Valid International passport.
- ☐ **Letter of First Appointment** (Public Sector Employees)
- ☐ **Letter of Employment** (Private Sector Employees)
- ☐ **Letter of Attestations** (Police Personnel)

**Cross Border Registration only:**

- ☐ **Evidence of Nationality** - Copy of Data Page of the International Passport (for non-Nigerian)
- ☐ **Work Permit** - Evidence of work permit in host country.
- ☐ **Letter of undertaking** - To bear exchange rate fluctuations
- ☐ **Evidence of Employment** (in host country)
- ☐ **Evidence of Remuneration** - i.e pay advice (where applicable)

**Micro Pension Registration only:**

- ☐ **Evidence of Membership** ( in a registered association or trade union Certificate of Business Registration)