

Retirement Savings Account (RSA) Opening Form



Guaranty Trust Pension Managers
RC 08066

Please complete all information in CAPITAL LETTERS
(Mandatory Fields * Conditional Mandatory Fields **)

*Form Reference Number

*Registration Type: New ☐ Temporary PIN ☐ Temporary PIN (if applicable)

Section 1: Personal Data

*Title (Mr, Mrs, Miss & Ms) * Gender (M/F) ☐

*Surname

*First Name

*Middle Name

*Marital Status: Single ☐ Married ☐ Divorced ☐ Widower ☐ Separated ☐

*National Identity Number (NIN)

*Bank Verification Number (BVN)

**International Passport Number (Non-Nigerians Only)

*Nationality

*Date of Birth
day month year

Place of Birth (City/Village)

**State of Origin
(Nigerians Only)

*L.G.A.

(Nigerians Only)

*Residential Address: Nigeria ☐ Abroad ☐

*Home Address

*City/Village/Town

*LGA *State

*Personal E-mail Address

*Phone No.

**Please indicate how you would like to receive your quarterly RSA Statement. E-mail only ☐ Post Only ☐ Both ☐

Section 2: Employment Record

Sector Classification

*(Formal Sector {Fed & State MDAs} Employees-01) ☐ (Private Sector Employees-02) ☐

(Informal Sector Employees-03) ☐ (Cross Borders Employee-04) ☐

*Employee under IPPIS? Yes ☐ No ☐ **Date Employee Joined IPPIS

day month year

*IPPIS No.

**Employer Name (in full e.g. National Pension Commission NOT PenCom)

**Employee Current Business Location/Address **Nigeria ☐ **Abroad ☐

*Building Address

*Village/Town/City **State Code *Country Code

Section 3: Next of Kin Data

Section 4: Contributor's Certification

I, _____ hereby certify that the information provided in this form is correct. I further consent and authorize 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 Administration (PFA) 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.

Name should be boldly written at the back of the passport photograph

Signature *(Please sign within the box)*

Data Privacy

The personal information that you provide in this form will be collected and processed in accordance with our company’s privacy policy and in compliance with the Nigerian Data Protection Act (NDPA) 2023 and other applicable laws. You can access a full copy of our privacy policy on our website at <https://www.gtpensionmanagers.com/our-privacy-policy/>

Signature _____

Date:

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|-----|--|
| | |
| day | |

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| month | |

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| year | | | |

Section 5: For Official Use Only (Attach Supporting Document) Mandatory

*Please tick the appropriate box

- ☐ **Means of Identification** (any one of the following)
(Valid driver's license/Voters card/International passport/Company ID card)
- ☐ **Proof of Address** (any one of the following)
(Utility bill within the past 3 months/recent tenancy agreements/active bank statement within the past 3 months/national ID/valid driver's License/Voters card)
- ☐ **Letter of First Appointment** (Public Sector Employees)
- ☐ **Letter of Employment** (Private Sector Employees)
- ☐ **Letter of Attestation** (Police Personnel)
- ☐ **Transfer or Acceptance of Service** (Public Sector, where applicable)
- ☐ **National Identity Card or enrolment slip** issued by the National Identity Management Commission indicating the National Identity Number (NIN)
- ☐ **Promotion Letters & Payslips for the following periods** (Public Sector Employees)
30 Jun 2004, Jan 2007, Jul 2010, Dec 2013, Dec 2016 and current

*Does the applicant have any Fingerprints Challenge?

Yes ☐ No ☐ If Yes, tick type: Partial ☐ Complete ☐

Form administered by:

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Agent Code

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*Name/Sign: _____

Date

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| day | | | month | | | year | | | |