

**ADDITIONAL VOLUNTARY CONTRIBUTIONS APPLICATION  
FORM**

The Trustees  
Kenya Pipeline Company Limited  
Retirement Benefits Scheme 2006  
P.O. Box 13633 - 00800  
Nairobi

Dear Sir/Madam,

**RE: ADDITIONAL VOLUNTARY CONTRIBUTIONS**

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I.....Co. No.....apply to make Additional Voluntary Contributions (AVCs) to the pensions scheme at a rate of KES ..... with effect from ..... Subject to your approval, I confirm my authority for my Employer to deduct from my monthly Salary the amounts of the contributions at my specified amount as AVCs and to pay those contributions to the Trustees.

I understand that: -

1. There are Income Tax restrictions on the contributions that are tax deductible
2. The employers contribution rate will not change due to my request to increase my contributions
3. AVCs can not be changed without the agreement/approval of the trustees.

Yours Faithfully,

Name:.....Signature.....

**Approval:**

**Trustees Consideration:**

(Approved)/ (Not Approved). If not approved indicate reason.....

Name of Trustee.....Signature.....Date.....

**(For and on behalf of the Board of Trustees)**

Recommendation to Human Resources Manager: The Board of Trustees has approved the request of the member named above to make AVCs to the Scheme Please adjust his/her personal pension contribution rate to .....

Trustee.....Signature.....Date.....

**(For and on behalf of the Board of Trustees)**