

Client number, contract number

Titel Vorname Name
Strasse Nr
PLZ Ortschaft
Land

info@fair-finance.at
www.fair-finance.at

Service Hotline: 0810 810 061
Leitzahl 71.150

Datum

Your severance pay

Dear xxx,

From the responsible social insurance provider ("Sozialversicherungsträger") we received the information that you are entitled to access your severance pay assets accrued during the employment at xxxxx.

With the enclosed form you can decide on how to dispose of the money. Should you wish your account balance to be paid out we will transfer the money to your account in accordance with legal regulations (§ 16 section 1 BMSVG) after the form has been returned.

Should the amount of your severance pay entitlement already be determined at an earlier point in time we will make payment as soon as possible.

If you do not dispose of your entitlement in our Vorsorgekasse within 6 months, it will continue to be invested in accordance with § 17 BMSVG. We are also informing you that you can arrange for payments of severance pays or disposals according to § 17 section 1 BMSVG from other Vorsorgekassen, if applicable.

You can contact our service hotline or send us an e-mail to info@fair-finance.at should you have any queries.

Kind regards,

Janine Balak
Customer Services

Mag. Jochen Raab
Head of Customer Services

Explanations to the request for disposal of the severance pay:

1. Investment in the fair-finance Vorsorgekasse AG

The account balance will continue to be invested by fair-finance. Once a year, you will receive information on the account balance. From the date of retirement continuing the investment is no longer possible. By law the balance then has to be paid out.

2. Transfer to the Vorsorgekasse of the new employer

The total account balance including the investment result will be transferred to the Vorsorgekasse of the new employer.

3. Transfer of the severance pay to an Austrian insurance company/Pensionskasse

- collective occupational insurance plan ("Betriebliche Kollektivversicherung", BKV): only possible if the person entitled to the accrued money is already covered under such a BKV plan.
- Supplementary pension insurance ("Pensionszusatzversicherung"): only possible as single-premium payment ("Einmalbeitrag").
- Transfer to an Austrian pension fund ("Pensionskasse"): only possible if the person entitled to the accrued money is already a member of a Pensionskasse.

4. Payout of the severance pay

6 % income tax ("Lohnsteuer") are deducted and forwarded to the relevant tax authority. Transfers to foreign accounts are only carried out above a minimum amount of € 15.00 and only if the IBAN and BIC code are given.

SEPA standard transfer - to a domestic current account ("Girokonto") - in EU countries - in EEA countries (Liechtenstein, Norway and Iceland)	free of charge
Switzerland, Monaco, San Marino	domestic and foreign charges are borne by the recipient domestic charges: € 8.00 foreign charges: varying according to country and receiving bank
global transfers to all other countries	domestic and foreign charges are borne by the recipient domestic charges: up to € 5,500.00: € 9.90 and from € 5,500.01: 0.2% foreign charges: varying according to country and receiving bank

4. a) Payout of part of the severance pay as donation for the following project: Donation project JUCA by Caritas of the Archdiocese Vienna

Men and women between the age of 18 and 30, who lost their permanent homes due to difficult situations in life, can find shelter in JUCA for up to two years. 66 living spaces are available. In regular talks, the support team helps the inhabitants to set individual aims in social, legal and financial affairs. This way the young people are taking steps towards independent living and are finding meaningful occupations (i.e. in the JU_CAN workshop).

fair-finance thanks all supporters by increasing each donation:

- your donation from €100 will be increased by fair-finance by an additional €50 *)
- your donation from €500 will be increased by fair-finance by an additional €100 *)
- for donations from disposals or part-disposals of payouts from fair-finance the total of all administration costs, which have been deducted by the fair-finance Vorsorgekasse AG from contributions to the severance pay account of the donor, will be refunded and donated.

*) This commitment is valid until further notice or until the total donation sum from this initiative by fair-finance has reached an amount of € 30,000 p.a.

General risk warnings

Even with a prudent investment strategy general market price risks, which are part of the money and capital markets, can cause losses. But the sum of all severance pay contributions made to a Vorsorgekasse plus possible transfers of old entitlements as well as possible transfers from another Vorsorgekasse are comprised in the legally guaranteed minimum claim of prospective beneficiaries ("Anwartschaftsberechtigte") against a Vorsorgekasse. In case of transfer of a severance pay entitlement according to § 12 section 3 BMSVG the minimum claim against the new Vorsorgekasse increases to the extent of the transferred severance pay contributions.

Request for disposal of the severance pay

Name: AcademicTitle,Name,Surname		
Street:		
Postal Code:		
Town:		
Social Security Number (SV-Nummer):		Date of Birth: GeburtsDat
E-Mail:		Telephone:

I am requesting disposal of my severance pay – please tick the appropriate box:

(Only one option can be chosen; see also the enclosed explanatory note.)

- Continued investment of the severance pay by fair-finance
- Transfer of the severance pay to the Vorsorgekasse of the new employer

.....
 Name and "Leitzahl" of the Vorsorgekasse of the new employer

- Transfer of the severance pay to an insurance company or a Pensionskasse

.....
 Name and address of the insurance company/the Pensionskasse

.....
 Policy Number ("Polizzenummer")

- Payout of the severance pay

Name of the account holder:

IBAN:

BIC:

Bank:

With your signature you are confirming all information given above is true and complete and provided to the best of your knowledge. With your signature you undertake to immediately (after the fair-finance Vorsorgekasse AG has reclaimed them) reimburse contributions proven to have been unjustifiably received especially because of untruthful information, withholding important facts or because of factually wrong data supplied by the association of social insurance providers ("Hauptverband der Sozialversicherungsträger").

.....
 Place/Date

.....
 Signature

Optional (voluntary) Payout of the severance pay less a donation for the Caritas project JUCA

My donation is to be:

- € _____
- 25% of the severance pay entitlement
- 50% of the severance pay entitlement
- 100% of the severance pay entitlement

.....
 Signature

The remaining balance will be transferred to the bank account stated above.

Please send the signed request for disposal with an ID-card copy to:

fair-finance Vorsorgekasse AG, Post: 1080 Wien, Alser Straße 21, Fax: 01/405 71 71 - 71,

E-Mail: info@fair-finance.at

Attention! The fair-finance Vorsorgekasse AG does not verify that the name matches the account information of the person entitled to the benefits. The transfer is only made on the basis of the information given in this letter. In case of an incorrect information or disposal by an unauthorised third party, fair-finance Vorsorgekasse AG assumes no liability.