

## Local Government Pension Scheme Notification of amendments

### Form - LGPS-5B

This form is for employers participating in the East Sussex Pension Fund. It should be used to notify ESCC of amendments to existing scheme member's records.

Employer name	
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#### 1. Scheme member's details

Surname	
Forename(s)	
Previous surname (if applicable)	
Payroll reference	
National Insurance No.	
Date of birth	
Date of birth verified – yes or no	<input type="checkbox"/> Yes <input type="checkbox"/> No

#### 2. Amendments to scheme member's personal details

Date of amendment	
Members address 1	
Members address 2	
Members address 3	
Members address 4	
Post code	
Email address / phone number	

Please indicate your marital/partnership status by marking one box:

Single	Married	Civil partnership	Civil partnership dissolved
Widow/er	Divorced	Surviving civil partner	Cohabiting partner

If a certificate has been verified by your authority, please enclose a copy, and give details below.

Type of certificate	
Please tick to confirm that it has been verified from the original	

### 3. Amendments to employment details

Date of amendment	
Job title	
Contract type (please indicate whole time, part time or casual (variable hours))	

Change of hours - enter % of WT (pro-rata if term-time)

New	%
Previous	%
Employees LGPS contribution rate - £	
Employees LGPS contribution rate - %	

### 4. Other amendments (Please notify us of any changes that will affect the scheme member's contributions)

I confirm that the scheme member	Tick one box
Has had a period of unpaid contributions (please enter from and to dates)	
Has commenced a period of long term sick leave	
Has commenced a period of maternity / paternity leave (please send form LGPSMAT1)	
Other (please give details below)	

### 5. Authorisation

Authorising officer - signature	
Authorising officer – print name	
Email	
Telephone number	
Date	

Please return the completed form to:

Pensions, East F, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE

If you need to contact us please call 0300 200 1022 or email [pensions@eastsussex.gov.uk](mailto:pensions@eastsussex.gov.uk).