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## APPLICATION FOR WITHDRAWAL FROM SAVINGS COMPONENT (TWO POT) GUIDELINES

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The purpose of this form is for you to instruct Metal Industries Provident Fund / Engineering Industries Pension Fund to withdraw from your savings component.

Please read this document carefully.

The application form must be completed in full from page 1 to page 3 and signed by both the member and the employer.

**NOTE:** Savings withdrawal application forms must be submitted to the fund by the **EMPLOYER ONLY** and emailed directly to [savingsclaims@mibfa.co.za](mailto:savingsclaims@mibfa.co.za)

### FOLLOW THESE STEPS

1. Complete the savings withdrawal application form in full to avoid unnecessary delays.
2. Attach the documents requested below to the completed and signed form.
3. Ask your employer to complete the employer's declaration portion of the form and to submit the application form with supporting documents directly to the fund.
4. **No alterations will be accepted** on the application form.

### DOCUMENTS YOU MUST ATTACH TO THIS FORM

You must attach clear, legible copies of the following documents to this form.

- Clear, legible copy of your identity document/s, and/or passport, and/or both sides of your identity card.
- **Bank confirmation letter (or current bank statement) into which your salary is being paid.**
- Divorce and/or Maintenance Court Orders and Annexures (*if applicable*).

### WHY WE NEED YOUR PERSONAL INFORMATION

The fund collects your personal information in this form so that we can:

- Pay your savings withdrawal benefit from the fund.
- Your personal information is protected and will not be shared with any unauthorised Third-Parties.



SAVINGS COMPONENT CLAIM - member

NAME OF CURRENT EMPLOYER:

Grid for current employer name

ABOUT YOU:

Please complete all the information in this section.

Personal and contact details

Surname:

Grid for surname

First Names:

Grid for first names

Maiden Name:

Grid for maiden name

Marital Status:

Buttons for MARRIED, SINGLE, WIDOWED, DIVORCED

ID or Passport Number:

Grid for ID or Passport Number

Country of Issue:

Grid for Country of Issue

Date of Birth:

Grid for Date of Birth (DDMMYYYY)

Residential Address

Unit Number:

Grid for Unit Number

Complex:

Grid for Complex

Street Number:

Grid for Street Number

Street or Farm Name:

Grid for Street or Farm Name

Suburb:

Grid for Suburb

City or Town:

Grid for City or Town

Country:

Grid for Country

Code:

Grid for Code

Postal Address:

Grid for Postal Address

Code:

Grid for Code

Contact Details

Cell:

Grid for Cell

Home:

Grid for Home

Work:

Grid for Work

Email Address:

Grid for Email Address

EMPLOYMENT, FINANCIAL AND TAX DETAILS

Employee Number:

Grid for Employee Number

Date of Engagement:

Grid for Date of Engagement (DDMMYYYY)

Member Income Tax Number:

Grid for Member Income Tax Number

Revenue Office:

Grid for Revenue Office



