



## Oxfordshire Pension Fund

### *My Oxfordshire Pension* Secure on-line member self-service

**I do not want to register for the Oxfordshire Pension Fund online pension service.**

I understand that:

- this decision does not affect my entitlement to or receive a pension held and administered by Oxfordshire Pension Fund,
- Pension Services will hold my information on my pension record
- I will inform Pension Services when my home address changes
- I wish to receive any relevant correspondence by post to my home address until I complete a new instruction.

My full name

My address

  
  

Post Code \_\_\_\_\_

My national insurance number

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My pay reference \_\_\_\_\_

My personal email \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

*Please complete and return this form to Pension Services (see over).*

Please scan in the signed form and email to:

[Pension.MSSEnquiry@oxfordshire.gov.uk](mailto:Pension.MSSEnquiry@oxfordshire.gov.uk)

OR post the completed form to:

**Oxfordshire Pension Fund, Pension Services, 4640 Kingsgate,  
Cascade Way, Oxford Business Park, Oxford, OX4 2SU**

*My Oxfordshire Pension* is a secure website for members to

- maintain accuracy of their personal details,
- view their pension records and access scheme information

It is now the main method for the Fund to communicate with scheme members. If you wish to change the decision you have recorded here, or have questions or concerns about the move to the online website call 03300 536 760 or email [pension.MSSEnquiry@oxfordshire.gov.uk](mailto:pension.MSSEnquiry@oxfordshire.gov.uk)

## **Privacy Notice**

As the Administering Authority of the Fund we hold securely, certain information about you (“personal data”), which we need to administer the Fund. The information is provided by yourself and your employer. If you believe the information we hold is incorrect contact Pension Services. You will find more details and the full privacy notice on [www.oxfordshire.gov.uk/cms/content/administration-and-performance](http://www.oxfordshire.gov.uk/cms/content/administration-and-performance) .

You are welcome to contact Pension Services with any questions about how we use and or share your information, find out more about your rights or to see what information we hold.