

## Checklist for a processing a cash payment of pension fund monies due to moving abroad

### a) *Necessary documents for a cash payment due to moving abroad*

- „Retirement benefits agreement“
- Original of the signed document „Application for cash payment“, which is not older than 1 month. The transfer has to be made on an Swiss bank account in the name of the pension account holder. IBAN Number and Swift Code are mandatory. Please note that the address on the application will be used for the transfer.
- Copy of passport or other ID with readable signature
- Actual official confirmation of marital status
- Confirmation of departure from last municipality of residence in Switzerland
- If you are not a Swiss Citizen, please provide us the
  - Copy of B permit or
  - Copy of cancelled C permit (no maintenance)
- If departure date is longer ago than 6 months, we need an actual confirmation of place of residence abroad (bill from water, gas or telephone where your name and address are visible)
- Settlement of termination benefits

### b) *Additional for married people / registered partnership*

- Copy of the official marriage certificate or family register
- Original of the signed and certified/notarized (directly on the document, reverse side) document „Application for cash payment“, which is not older than 1 month. The certification must be made in Switzerland or by a Swiss Embassy. Other institutions abroad only in consultation with the Foundation. IBAN Number and Swift Code are mandatory.
- Copy of passport or other ID with readable signature of both spouse

### c) *Additional for divorced people*

- Copy of the divorce decree
- Divorce abroad: A foreign divorce judgement must be mandatorily recognized by a Swiss court.

Documents can be sent in English, German, French, Italian or Spanish. Documents in different languages have to be translated from an approved interpreter in one of the five languages mentioned above.