PensUnit

Mutation notification for employer (to be completed by the employer - please complete in block capitals)	
Company:	Contract no.:
Change of company name and legal form: Valid from:	
New company name:	New legal form:
The employer must sign an amendment to the affiliation agreer	
Change of address (company or correspondence add	-
Company address valid as of:	Correspondence address valid as of:
Street, no.:	Street, no.:
Postcode/Town:	Postcode/Town:
Change of main contact person:	
Surname:	First name:
E-Mail:	Phone:
The main contact person is authorised to receive information about the contract.	
PensPortal applications:	
The employer wishes the following person to have login access to the PensPortal application.	
☐ Full access (read and write)	
☐ Read-only access	
Surname:	First name:
E-Mail:	Phone:
For companies appointed as Agent (broker, fiduciary) a broker's mandate or power of attorney must be submitted.	
Change of delivery method:	
The employer wishes to receive all documents intended for the company with immediate effect:	
☐ digitally via PensPortal (login available or applied for) — Please note that digital transmission is only possible for direct client (i.e. not for client with brokers/correspondence addresses).	
□ by mail	
Remarks:	
Signature:	
By signing this document, the employer confirms that the information given is complete and correct.	
Place, date	Stamp, signature of the employer