

Information sheet for departing insured persons

When leaving Profond, you will receive a calculation of your termination benefits. Below you will find the various options for proceeding with the leaving process.

Transfer to your new pension fund

Change of job

Please notify Profond of your new employer and the appropriate pension fund by filling in the form "Payment address for my termination benefits". If available, please also enclose a payment slip of your new pension fund.

You are job seeking or taking a break from work (sabbatical leave, education, etc.)

1. Vested benefits account: You may open a "2nd pillar vested benefits account" at a Swiss bank of your choice. Please forward to Profond a copy of your application to open such an account or the completed form "Payment address for my vested benefits."
2. Vested benefits insurance policy: Most Swiss insurance companies offer insurance policies for vested benefits. They usually include insurance cover for inability to work and death. If you choose an insurance policy for vested benefits, please forward to Profond a copy of your insurance application or the completed form "Payment address for my termination benefits".
3. Special case: If you have reached the age of 58 as of the termination date and you continue to work or you register as unemployed with the unemployment insurance, the termination benefit will be paid, provided you use the form "Payment address for the transfer of my termination benefit" to notify us within three months of the termination date. Otherwise, the retirement benefits will be due as of the termination date.

Cash payment

Leaving the economic area of Switzerland/Liechtenstein permanently

(Special regulation for EU/EFTA countries: please also read our information sheet "Cash payment of termination benefits".)

1. Have your municipal administration office issue a final confirmation of de-registration.
2. Send both the confirmation and your cash payment request to Profond.

Married persons: a notarized signature of your spouse on the request form is essential.

Single persons: please enclose an up-to-date

confirmation of your marital status from your municipal administration office.

3. Please include the following information: account no. (IBAN if possible), name and address of the account holder, name and address of the bank. Cross-border workers must provide official confirmation that they no longer hold a work permit.

Taking up self-employment

1. Please send an official decree from the appropriate AHV compensation fund office that you are deemed primarily self-employed for AHV purposes alongside your request for cash payment of your termination benefits.

Married persons: a notarized signature of your spouse on the request form is essential.

Single persons: please enclose an up-to-date confirmation of your marital status from your municipal administration office.

2. Please include the following information: account no. (IBAN if possible), name and address of the account holder, name and address of the bank.

Early retirement

You may take up early retirement at age 58. In order to file for early retirement, please use the form "Reply regarding ordinary retirement". We kindly ask you to complete the form and duly sign it. If you wish to take all or a part of your benefits as a lump-sum payment, please be aware that you have to file your "Request for lump-sum payment of old-age benefits" at least one month prior to the vesting date of your early retirement.

Special case: If you have reached the age of 58 as of the termination date and do not continue to work or do not register as unemployed with the unemployment insurance, the retirement benefits will automatically be due as of the termination date.

Continuation of insurance after leaving affiliated employer

Insured persons who leave Profond may continue their insurance with Profond to the extent permitted by law and the regulations. A distinction is made between insured persons who voluntarily terminate their em-

ployment relationship with their employer (**external membership**) and insured persons after reaching the age of 58 whose employment relationship has been terminated by the employer (**continuation of insurance upon leaving after reaching the age of 58**).

The two options for voluntary continued insurance are not applicable to cross-border commuters. Only those individuals domiciled in Switzerland or, alternatively, subject to the AHV may take out continued insurance.

a) Continuation of insurance if the insured person leaves after reaching age 58. (Art. 7b of the pension fund regulations)

The insured person who leaves the insurance after reaching the age of 58 because the employment relationship has been terminated by the employer may request the continuation of his/her insurance within the current scope in writing before the termination of the employment relationship. At the same time, he/she must inform Profond whether he/she wishes to continue savings and risk contributions or only risk contributions. The termination benefit remains with Profond even if the retirement provision is no longer being accumulated.

The regulatory employee and employer contributions (including the contribution for administration costs) must be fully paid by the insured person. The contributions are paid quarterly. The contributions paid may be deducted from taxable income in accordance with Art. 33 DFTA.

If the insured person joins a new pension fund, Profond must transfer the termination benefit in the amount that can be used to purchase the full regulatory benefits to the new pension fund. As soon as more than two-thirds of the termination benefit has been used to purchase the full regulatory benefits at the new pension fund, the continued insurance with Profond ends.

If the continued insurance has lasted more than two years, the retirement benefits must be drawn in the form of a pension and an early withdrawal or a pledge for residential property is no longer possible.

The insured person may terminate the continued insurance at any time to the end of the next month. If risk contributions are outstanding, Profond can terminate the continued insurance to the beginning of the outstanding contributions.

b) External membership (Art. 7c of the pension fund regulations)

The insured person may continue the pension fund voluntarily, regardless of age, if he/she has terminated the employment relationship with the employer. To do so, he/she must notify Profond of external membership before the employment relationship has ended. At the same time, he/she must inform Profond whether

he/she wishes to continue with savings contributions only or savings and risk contributions. The selected solution cannot be changed during the term of the external membership.

The regulatory employee and employer contributions (including the contribution for administration costs) must be fully paid by the insured person. The contributions are paid quarterly. The contributions paid may be deducted from taxable income in accordance with Art. 33 DFTA. The external membership will end at the latest after two years, or when the insured person transfers to the pension fund of a new employer, whichever occurs first.

The insured person may terminate the continued insurance at any time to the end of the next month. If contributions are outstanding, Profond can terminate the continued insurance retroactively to the beginning of the outstanding contributions.