



Request for an information letter

An information letter provides new employees with an overview of their projected pension benefits.

1 Information about the contract

Name of the employer	
Contract number	

◀ Your **contract number** can be found on your pension certificate.

2 Information about the occupational pension plan

Start of the insurance	Annual salary (in CHF)
Employment level (%)	

Does your contract include multiple personnel categories?

☐ No	☐ Yes
Desired category	

Does your contract include multiple document categories?

☐ No	☐ Yes
Desired category	

Should a maintenance obligation be included in the contract?

☐ No	☐ Yes
--------------------------	---------------------------

Note

This application will serve as the basis for calculations over the next three months. If your details change during this time, you do not need to fill out a new request. Please notify us of any changes through our customer service department.

For information on how your data is processed, please see the Privacy Policy at vita.ch/data-protection

3 Personal details (to be completed by the new employee)

Last name	First name
Street, no.	Zip code, town or city, country
Private email	Private telephone
Marital status ☐ unmarried ☐ married	Date of birth
Correspondence language ☐ D ☐ F ☐ I ☐ E	Gender ☐ male ☐ female
Retirement savings Total	Retirement savings BVG part

Please send the fully completed form by email to your responsible contact person at Zurich or by post to:

**Zurich Switzerland
Scanning BVG
P.O. Box
8085 Zurich**