

Authority for Recovery of Subscriptions to: Corps/Regimental Associations/Benevolent Funds – Officers/Other Ranks
Please read the notes before completing this form

OFFICIAL (when completed)

JPA E014

In accordance with the Data Protection Act 1988, the Ministry of Defence will collect, use, protect and retain the information on this form in connection to all matters relating to personnel administration and policy.

From:

To: The Corps Secretary
Headquarters Adjutant General's Corps
Worthy Down, Winchester,
SO21 2RG

Part 1: Personal Details

Number

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 Surname Initials
Rank UIN

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 Regt/Corps

AGC()
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 Service

Army

 Gender
Private Email Address:

Part 2: Authority for Deductions

*1. I hereby request that an Annual subscription as shown at Part 3 opposite, be deducted from my pay for the benefit of the stated Fund. The deductions and payments should be made in accordance with the administrative policy of the Fund.

*2. ~~I request you to Stop deductions in respect of the subscriptions shown in Part 3 opposite.~~

3. This request is to be effective from

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 day month year

* Delete as applicable

Date

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 Signature

Part 3: Details of Subscription

1. A Percentage Rate subscription of

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 % of a day's gross basic pay annually, or such percentage sum annually that the AGC Association Trustees direct, subject to a maximum of 120% for soldiers and 150% for officers

2. The subscription is payable to:

AGC Association
Worthy Down,
Winchester
SO21 2RG
Registered Charity Number 1185298

Data Protection
I authorise the AGC Association to store my personal information in the HQ AGC electronic data storage system, and I consent to my personal information being processed for AGC Association purposes, including the despatch of the AGC Journal and other mail items that may be sent to my unit (or private address after I retire). I also authorise the AGC Association to hold my private email address in order to maintain contact with me whilst serving and after leaving the service.

Date..... Signature.....

The AGC Data Protection policy can be seen at www.rhqagc.com/policy.html

Part 4: To be completed by the Subscriptions Secretary

1. I have noted the request in respect of this subscription in my records.
2. I have completed the necessary notification to the Charities Trust regarding the commencement/cessation* of deductions.

* Delete as applicable

Date

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 Signature of the Subscriptions Secretary

<p>Notes:</p> <p>1. Effective Date</p> <p>a. This is to be shown as:</p> <p>(1) For Starts – as the first of the month and year following the date on which the form was signed.</p> <p>(2) For Stops – as the first of the month and year from and including which no further deductions are to be made; eg a stop effective from 01 Aug 07 means that the final deduction for subscriptions would be for the month of Jul 07. This must be a date after the form is signed.</p>	<p>2. Subscriptions will be deducted by the Col PPPA monthly in arrears at 1/12th of the annual percentage of a day's gross pay as notified by the administrators of the fund. Percentage subscriptions will be based on the rate of pay recorded as in issue at the time the deduction is made.</p> <p>3. When there is a variation in the type of subscription required (eg on transfer to a new Regt/Corps), one form is required to stop the current subscription and another form is required to start the new subscription.</p> <p>4. To ensure that a subscription is started or stopped from the month indicated at Part 2, this form must be received by the Regimental Secretary not later than the First day of that month.</p>
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