First and last name

Street address

Postal code, city/town

Company

Street address

Postal code, city/town

Place, Date

**Vested benefits transfer payment to a new pension plan   
New pension plan: Vita Joint Foundations**

Dear Sir/Madam

I will be a member of the Vita Joint Foundations pension plan effective XX/XX/XX. In order to complete this switch I request that you transfer my vested benefits to my new pension plan in accordance with the information provided in the enclosed form.

Please call me if you have any questions regarding this switch or if you require additional information. During the day, I can be reached at: XXX XXX XX XX. Otherwise, please send an e-mail to: xxx.xxxx@xxxxxx.ch.

Thank you very much for your help.

Sincerely,

Enclosed: form «Vested benefits when changing jobs»