



Change of Address Form

If you are a current contributing member of the Fund, you should notify your employer who will in turn advise the Pension Fund Office of your change of address.

If you are receiving a pension from the Fund or have a deferred pension under the Fund, you can update your address using member self-service. You need to have registered to use this service, which you can do via the link on the homepage of the Pension Fund website www.tfl.gov.uk/pensions

Member Details

Please complete the following using black ink

Member name

Member number

National Insurance number

Date of birth

Old address

Postcode

New Contact Details

Date changed

New address

Postcode

Telephone number

Email address

Signature

Date

**Please send your completed form to: TfL Pension Fund
4th Floor
200 Buckingham Palace Road
London SW1W 9TJ**



Personal Data

The Trustees are committed to protecting and processing lawfully and fairly the personal data we gather, hold (either directly or through a third party) and use about you and your family and your dependants. The Trustees need this information so that they can administer the Fund and ensure that benefits are paid correctly and to the right person. The Trustees always ensure that the legal requirements regarding how personal data is looked after are met.

The Trustees have a privacy notice that sets out:

- More detail about the kind of personal data they hold
- How they gather that personal data
- How that data is used
- How long the Trustees hold it for and who the Trustees share it with.

This notice also sets out individuals' rights in connection with the personal data that the Trustees hold and who to contact if an individual wants to exercise those rights, make a complaint or has any questions. This privacy notice can be found online at www.tfl.gov.uk/pensions

Alternatively, if you prefer a hard copy please contact the Fund Office at:

By post: 4th Floor
200 Buckingham Palace Road
London
SW1W 9TJ

By e-mail: helpdesk@tflpensions.co.uk

By telephone: 020 7126 4000 (auto 64000)