



Department of
Labour & Pensions
Cayman Islands Government

National Pensions Act Property Withdrawal Application

Please return this form to your Pension Plan Administrator (PPA)

Note: Application for Withdrawal of Deposit under Section 52B or Reduction Payment on a Mortgage and, if applicable, arrears in Strata Fees related to the Mortgaged Property or Residential Land Loan under Section 52BA or to Pay off an Existing Mortgage and, if applicable, Arrears in Strata Fees related to the Mortgaged Property under Section 52C of the Act.

Part A - General Information

Full Name of Applicant: _____

Date of Birth (DD/MM/YY): _____ Phone Number: _____

Email Address: _____ Mailing Address: _____ KY- _____

A1 Name of Applicant's Current Employer 1: _____

Employer's Email Address: _____ Employer's Phone Number: _____

Mailing Address – Employer 1: _____

A2 Name of Applicant's Current Employer 2: _____

Employer's Email Address: _____ Employer's Phone Number: _____

Mailing Address – Employer: _____

A3 Current Contributions

Name of Pension Plan to which the Applicant is currently contributing	Name of Administrator of the Pension Plan to which the Applicant is currently contributing	Pension Plan Account Number	Amount of contributions currently being made (CI\$)

Important Notice: The Department of Labour & Pensions (DLP) enforces the National Pensions Act (2012 Revision) (the "Act") and engages with employers and employees to prevent breaches of this Act by providing the necessary information and training to both parties in accordance of this Act. The information collected from an employer or an employee is derived from the completion of this document, which will not be shared with any other external persons and/or organizations. However, the information provided may be shared with the employer of an employee who has authorized the sharing of such information or requests a further investigation to be completed by the DLP. The information collected from this enquiry will be stored in DLP's secure database and used in investigations authorised by the provider and will be archived at the conclusion of the matter as per the National Archive and Public Records Act. Please visit www.dlp.gov.ky to read our Privacy Notice. To learn more about how we process your personal data or exercise your rights under the Freedom of Information Act (2021 revision) and Data Protection Act (2021 Revision), please visit www.dlp.gov.ky or contact foi.dlp@gov.ky.

A4 Withdrawal Requests

Name of Pension Plan to which the Applicant is requesting a withdrawal	Name of Administrator of the Pension Plan from which the Applicant is requesting a withdrawal	Pension Plan Account Number	Amount of withdrawal being requested (CIS) – Must not be more than \$50,000 for a deposit or reduction payment and if applicable, arrears in strata fees related to the mortgaged property or \$100,000 for pay off of mortgage and if applicable, arrears in strata fees related to the mortgaged property

A5 Type of Withdrawal

- Deposit to purchase an existing dwelling
- Deposit to construct a new dwelling unit
- Deposit to purchase a residential land
- Reduction payment on a residential land loan
- Reduction payment on an existing mortgage and if applicable, arrears in strata fees related to the mortgaged property
- Pay off an existing mortgage and if applicable, arrears in strata fees related to the mortgaged property

A6 Total amount of withdrawal required: _____
(Must not be more than \$50,000 for a deposit or reduction payment or \$100,000 for pay off of an existing mortgage and if applicable, arrears in strata fees related to the mortgaged property)

A7 Block and Parcel Number of the relevant property: _____

A8 Will the Applicant be the sole owner of the property? Yes No

If No, Name of the Additional Owner 1: _____

Is the Additional Owner 1 also withdrawing from their pension plan? Yes No

Name of the Additional Owner 2: _____

Is the Additional Owner 2 also withdrawing from their pension plan? Yes No

A9 This application is accompanied by the following documents: (Select as appropriate)

- Evidence that the Applicant is Caymanian
- Evidence that the Applicant has legal title to the dwelling unit
(In the case of withdrawal for reduction payment or to pay off an existing mortgage on a dwelling unit and if applicable, arrears in strata fees related to the mortgaged property, land register is required)
- Letter from financial institution addressed to the Applicant
- Letter from corporation addressed to the Applicant
- In the case of a previous withdrawal by the Applicant, evidence of compliance with section 52B(10), 52BA(12), 52C(9) and 52D(1), if applicable

PART B - Declaration by non-current home owner - required for all applications for deposits only

(To be completed only by an Applicant who is a non-current home owner for a deposit to purchase an existing dwelling unit, construct a new dwelling unit or purchase residential land. If paying off existing mortgage please disregard this Part and go to Part C.)

A10 I, [_____] hereby declare that I do not currently own a dwelling
(print full name)

unit in the Cayman Islands.

Signature of Applicant: _____ Date: _____

PART C - Declaration in relation to primary residence - Required for all applications

(To be completed only by an Applicant to purchase, construct, receive a reduction payment or pay off and, if applicable make a reduction payment towards or pay off arrears in strata fees in respect of a new dwelling unit or an existing dwelling unit.)

A11 I, [_____] hereby declare that the dwelling unit listed in this
(print full name)

application serves as my primary residence in the Cayman Islands.

Signature of Applicant: _____ Date: _____

PART D - General Declaration - Required for all applications

A12 I, [_____] hereby declare that this application is accordingly
(print full name)

made for the withdrawal of (select one: [deposit / reduction payment/ amount to pay off an existing mortgage and if applicable, make a reduction payment towards or pay off arrears in strata fees related to the mortgaged property] as specified above and it is certified that all particulars contained in this application and in the documents accompanying it or otherwise furnished in support of the application are true and correct.

I hereby confirm that any changes in the details of this application occurring before a decision is made regarding the granting or refusal of the withdrawal will be notified to the Administrator(s).

Signature of Applicant: _____ Date: _____

A13 Part E - Witness

I, [_____] hereby declare that the declaration[s] was/were signed in
(print full name)
my presence and I am not an immediate family member of the Applicant.

Print Full Name: _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

Witness: _____ Date: _____
(signature of witness to be declaration[s])