

Part 1B Registration of New Employee

I have not been registered as a member of FNPF before. Tick box as applicable

This is my first employment in Fiji
 I was under 15 years of age

I was registered as a voluntary member (complete details in bottom right box - state membership number if known)

I was previously self employed e.g. Owner/Partner/Director (name of employer)

Any other reasons

Part 2A Previously a member and withdrawn

Reason for withdrawn

Enter your previous membership number

Part 2B Previously Registered as a Member, Membership number not known or forgotten

If exact dates are not known, please indicate the approximate YEARS in which employed and any other relevant details

Employer Name	Employer Name	Employer Name
Address	Address	Address
Employed From	Employed From	Employed From
to	to	to

WARNING: It is an offence, if any person for any purpose connected with this Act knowingly makes or produces or furnishes any document which is false in a material particular.

SECTION B

SCHEDULE OF PERSON(S) NOMINATED

Note:- Marriage after the date of this nomination will render the nomination null and void. Please complete a new form for renewal of nominee(s) after marriage. A beneficiary must not witness the signature / thumbprint to this document.

Name of Nominee:

Date of Birth: Relationship to FNPF Member: Share:

Postal Address:

Residential Address Phone Contact:

Name of Nominee:

Date of Birth: Relationship to FNPF Member: Share:

Postal Address:

Residential Address Phone Contact:

Name of Nominee:

Date of Birth: Relationship to FNPF Member: Share:

Postal Address:

Residential Address Phone Contact:

Name of Nominee:

Date of Birth: Relationship to FNPF Member: Share:

Postal Address:

Residential Address Phone Contact:

Please write clearly and legibly in dark ink
Note that Amendments and/or deletions will not be accepted.
Unless signed against incomplete forms are not valid

NA I VAKASALA E SO BALETA NA KENA VAKALEWENI NA FOMU NI VEIVAKATURI

1. Na fomu ni veivakaturi e fomu vakalawataki ka sa dodonu me vakaleweni ena matana e dua na I vakadinadina. Me vaka talega ni vakadinadinataki iko o koya ko vakatutaka. Na nomu I lavo maroroi e sega talega ni oka me tiki ni nomu "Will".
- 2) Na kena vakaleweni na fomu ni veivakaturi sa na vakatau sara ga kina nomu vakatulewa.
Kevaka ko sa vakatura e dua na yaca, sa dodonu mo toqa laivi na I karua ni parakaravu ka volai koto kina **"Part 2"**. Na fomu kece mera sainitaka ka me sainei talega o koya e vakadinadinataki.
E dodonu talega me vakaleweni na yasa ni fomu kadua. Oqo na veika me vakaleweni:
 - na yacadra kece e vakaturi
 - na naba ni nodra kato ni meli se na vanua era vakaitikotiko kina
 - na nodra tiki ni siga ni sucu se yabaki
 - na I wasewase ena votai kina ia me kakua ni lailai mai na 1/8 se 12.5% lewe yadua
3. Na I wasewase me nona o koya ko vakatura e dodonu me wasei vakatautauvata ka me kakua ni sivia na 100%, ni ra soqoni taucoko na veiwasewase kece ko sa vakatura.
4. Kevaka ko sega ni vakamatatataka na I wasewase ni pasede (%) me soli vei ira ko vakatura, sa na wasea vakatautauvata na FNPF na I lavo ki vei ira na yaca era bula tiko. Kevaka sa mate e dua vei ira na yaca e vakaturi, sa na wasei na nona I votavota vei ira na yaca vakaturi.
5. Kevaka e dua na veisau ko vakayacora e na nomuni fomu ni veivakaturi, e na dodonu mo na sainei ena vanua e tiko kina na cala. E sega ni vakadonui, na kena vakayagataki na I boro vulavula mo boko kina na cala.
6. E rawa ni ko vakatutaka e dua ga na yaca ko lewa ia, me kakua ga ni yaca I koya na I taukei ni nomu vanua ni cakacaka, vakavo ga ke wekamu
7. Kevaka ko sega ni via vakatura e dua na yaca, sa dodonu mo toqa laivi, na parakaravu ka volai koto kina **"Part 1"**. Sainei, ka tabaka na I vakatakilakila ni qeteqete ni nomu I dovidovi ni kakana I mawi, e na mata ni dua na I vakadinadina, ke me sainei tale ga o koya.
8. E rawa ni ko veisautaka na yacadra ko vakatura e na gauna ko vinakata kina, ia ena gadrevi mo vakalewena tale e dua na fomu vou kevaka:
 - Ko vakamau se vakamau tale

नोमिनेशन फॉर्म भरने का आदेश

१. यह नोमिनेशन फॉर्म एक कानूनी कागजात है और इसपर हस्ताक्षर एक गवाह के सामने करना होगा। यह जरूरी है कि गवाह मेम्बर का नोमीनी नहीं हो जो नोमिनेशन करता है। मेम्बर का विल नोमिनेशन को रद्द नहीं कर सकता है।
२. आपके पास यह चुनाव है कि आप नोमिनेट करें या नहीं
 - अगर आप नोमिनेट करना चाहते हैं तो आप फॉर्म के अगले भाग जिसमें **'PART 2'** लिखा हो, उस पेरोग्राफ के ऊपर रेखा खींच दें। यह जरूरी है कि फॉर्म पर हस्ताक्षर और गवाह द्वारा विटनस किया गया हो।
 - फॉर्म का पिछला भाग पूरा होना चाहिए और उसमें लिखा होना चाहिए:
 - आपके मनोनित किए गए लोगों के नाम
 - आपके मनोनित किए गए लोगों के डाक का पता
 - आपके मनोनित किए गए लोगों की जन्म तिथि या फिर उम्र
 - हिस्सा वितरण- हिस्सा १/८ या फिर १२.४ प्रतिशत से कम नहीं होनी चाहिए
३. मनोनित किए गए लोगों के हिस्सा अंश या फिर प्रतिशतता और पूरे हिस्से की हकदारी कुल १ हिस्सा या फिर १०० प्रतिशत से ज्यादा नहीं होनी चाहिए।
४. अगर आप हिस्से के बारे में नहीं बताते हैं तब एफ एन पी एफ हिस्सों को बराबर आपके मनोनित किए गए लोगों में बांट देता है। अगर आपके मनोनित किए गए लोगों की मृत्यु हो जाती है तब एफ एन पी एफ हिस्सों को बचे हुए मनोनित किए गए लोगों में उनके हिस्से अनुसार बांट देता है।
५. कृपया साफ अक्षर में लिखें। ध्यान रखिए कि कोई भी बदलाव या फिर लिखित अक्षर को काटा गया तब इसको स्वीकार नहीं किया जाएगा। अधूरा फॉर्म स्वीकार नहीं किया जाएगा।
६. आप किसी को भी मनोनित कर सकते हैं सिवाय आपके मालिक के, यदि वह आपका रिश्तेदार है तब आप उनको मनोनित कर सकते हैं।
७. अगर आप किसी को मनोनित नहीं करना चाहते हैं तब जिसमें **'PART 1'** लिखा हो, उस पेरोग्राफ के ऊपर रेखा खींच दें और अपने अंगूठे का निशान और गवाह से फॉर्म को विटनस करा लें।
(ध्यान रखिए कि अगर आप किसी को मनोनित नहीं करते हैं तब आपका पैसा अदालत में बंटवारे के लिए भेज दिया जाएगा)
८. यह नोमिनेशन कभी भी बदला जा सकता है लेकिन आपको नया नोमिनेशन फॉर्म भरना होगा अगर आप:
 - शादी करते हैं या दोबारा शादी करते हैं
 - जब आपके किसी भी मनोनित किए गए व्यक्ति की मृत्यु हो जाती है

COMPLETION OF REGISTRATION OF EMPLOYEE FORM (FNPF)

1. Every new employee (between 15 yrs and 55 yrs) who has never registered must complete **Part 1A** and **Part 1B** fully
2. If you have withdrawn your funds on the ground of age, sickness, marriage or leaving Fiji and you wish to re- enter, (within **one month** of re-employment in cases of sickness and marriage and **three months** in case of having left Fiji), you should fill your previous membership number in the box provided in **Part 2A**
3. If you have previously registered and do not know your membership number, you should complete **Part 2B**
4. Read the following instructions before filling Part 1
 - Entry 1 - Employee's Name, Enter your full name and father's name as appearing on your birth certificate, or marriage certificate, if using married name, please attach these to your form.
 - Entry 2 - Employee's father's name (you may enter your mother's name if father's name not shown on birth certificate)
 - Entry 3 - Date of birth of employee
 - Entry 4 - Gender. Tick the box as applicable to you.
 - Entry 5 - Your place of birth.
 - Entry 6 - The present occupation of the employee.
 - Entry 7 - The employment ID number (employer's own record/reference for the employee)
 - Entry 8 - The present home address of the employee.
 - Entry 9 - Your postal address
 - Entry 10 - Employer's name and number
 - Entry 11 - Your email address (If you have one)
 - Entry 12 - Date started work
 - Entry 13 - FOR OFFICE USE ONLY
5. Attach 1 recent passport size photograph of the employee, duly certified e.g. "I certify that this is a true likeness of _____ (name of employee)". The certifying person should be the Employer or the Employer's Representative or Officer of the Fund

INSTRUCTION FOR COMPLETION OF NOMINATION FORM

- 1) This **FNPF Nomination form** is a legal document and must be signed in the presence of a witness. The witness must not be the nominee of the member who is making the nomination. A members "will" will not surpercede this nomination.
 - 2) You have a choice whether to nominate or not
 - If you wish to nominate, cross out paragraph marked "**Part 2**" in front of the form. Form must be signed & Witnessed
 - The back of the form must be fully completed filling
 - the name of your nominees
 - the postal address of your nominees
 - nominees date of birth or approximate age
 - distribute shares - shares should not be less than 1/8 or 12.5%
 - 3) The nominees entitlement under this nomination should be indicated either in fraction or in percentages and total of such entitlement should not exceed one whole share or 100 percent as the case maybe
 - 4) If you do not indicate shares, the fund will distribute shares equally amongst your surviving nominess. Upon death of a nominee his/her shares will be distributed to other nominees according to their shares
 - 5) The member must sign against any amendment or alteration. The use of correction fluid is not allowed.
 - 6) You can nominate any one except your employer, unless he/she is a relative
 - 7) If you do not wish to nominate, then cross out paragraph marked "**Part 1**" sign, put your thumbprint and have the form witnessed
- (Note: if you do not nominate anyone, then your savings will be paid to court for distribution.)
- 8) This nomination can be changed at any time you wish, however you are required to lodge a fresh nomination if
 - you get married or remarry
 - one of your single nominee(s) dies.

All Correspondence to be addressed to the General Manager & Chief Executive

Head Office

Provident Plaza 2
Private Mail Bag
Suva
Telephone: (679) 330 7811
Facsimile: (679) 330 7611

Lautoka

Drasa Avenue
Private Mail Bag
Lautoka
Telephone: (679) 666 1888
Facsimile: (679) 666 5232

Labasa

Rosawa Street
Private Mail Bag
Labasa
Telephone: (679) 881 2111
Facsimile: (679) 881 2741

Valelevu Agency

Valelevu Complex Building
Saqā Place
Valelevu
Telephone: (679) 3343 671
Facsimile: (679) 3343 670

Nadi Agency

Shop 2 Lalidhar Arcade
Namaka Lane
Nadi
Telephone: (679) 672 8981
Facsimile: (679) 672 8982

Savusavu Agency

Budget Lodge Building Ltd
Main Street
Savusavu
Telephone: (679) 885 3396
Facsimile: (679) 885 3397

Ba Agency

Ganga Singh Street, Ba
Telephone: (679) 667 0003

Email: information@fnpf.com.fj Website: www.myfnpf.com.fj

