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## Payment details – leaving PUBLICA

### Details of insured member

Date of departure	Social sec. no.
Last name	First name
Street, no.	Post code, town
Country	Marital status
Date of birth	E-mail address
Telephone (private)	Mobile

### New pension institution / vested benefits institution

Name of pension institution / vested benefits institution	
Address	
IBAN	Contract no.
Name of new employer (only for transfers to a pension institution)	

### Cash payment

Name of bank or post office and town	<input type="radio"/> CHF <input type="radio"/> EUR (the bank must be a SEPA participant)
IBAN	Account name
SWIFT / BIC no. (only for transfers to an account abroad)	
Certified signature of spouse/partner	

### Insured Person

Place, date	Signature
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**Cash payment of vested termination benefits (please check the appropriate box)**

The insured person may request cash payment of the vested termination benefits if:

- they are leaving Switzerland permanently and not taking up residence in the Principality of Liechtenstein. If the insured person is moving to a Member State of the European Union, Iceland or Norway and remains subject in that country to mandatory insurance for old age and against the risks of death and disability, they may not request cash payment of the retirement assets as defined in Art. 15 BVG accumulated until the time of leaving PUBLICA.
- they are taking up self-employment in Switzerland and are no longer subject to mandatory insurance under the BVG;
- the termination benefits are less than the annual contribution they have paid.

Insured members requesting cash payment of their vested termination benefits must submit the following documents to PUBLICA (please check as appropriate and include the corresponding confirmation):

- a confirmation of deregistration from the commune in which they were resident, if the insured person is leaving Switzerland permanently;
- a confirmation from the compensation office that the person concerned is self-employed, as well as additional documents confirming that the self-employment is their main employment.

PUBLICA reserves the right to require further evidence.

In the case of married insured persons, we also require the written agreement of the spouse in the form of a certified signature. For registered partnerships, we also require the certified signature of the partner. Certification can be obtained in the following ways:

- at PUBLICA's offices in Bern in the presence of a customer advisor (appointment with contact required), or
- by a notary at a notary's office, or
- by the commune (not available in all cantons/communes), or
- by the relevant Swiss embassy or consulate.

The person giving their agreement must identify themselves by means of a valid personal identification document with photograph (passport, ID card, driving licence). The handwritten signature must be appended in person at one of the stipulated locations. They may also confirm their agreement using the Confirmation of agreement to cash payment of vested benefits form, which is available at [publica.ch/en](https://publica.ch/en) > "Leaving".

In the case of persons who are not married or in a registered civil partnership, we require a certificate of marital status that is no more than 3 months old.

If no cash payment is made, PUBLICA will transfer the vested termination benefits to the new employer's pension institution, a vested benefits policy or a vested benefits account.

If PUBLICA does not receive any notification within six months from the date of departure it will, on the basis of Art. 4 para. 2 VBA, transfer the vested termination benefits to the Substitute Occupational Benefit Institution, Vested Benefits Accounts, P.O. Box, 8050 Zurich.

