



INCORPORATION NUMBER LR2/6/6/128

Tel : 011- 873 5515  
Fax : 011- 873 0338

74 WEBBER ROAD,  
DELVILLE, GERMISTON, 1401

POSTNET SUITE # 53

PRIVATE BAG X1037  
GERMISTON, 1400

10 October 2011

## To: All Employers and Employees

Dear Sir/Madam

### **Request for Pension and Provident Fund Next of Kin Particulars**

Metropolitan the Fund Administrators of the Pension and Provident Funds are experiencing great difficulty with the general processing of claims as well as with deriving information of former members, in order to conclude such claims.

It is thereby recommended that every member complete the attached nomination form in order to provide us with the opportunity to update our records, which will facilitate and expedite the processing of claims from the Funds going forward.

In addition we urge employers to complete the forms in respect of those members who have already left their employ, any information however minimal will be of value to us. Please return the completed forms to your nearest Council Office.

Should you require additional copies of nomination forms please do not hesitate to contact us to email same to you, alternatively please feel free to download such form from the Council's website viz. [www.nbcei.co.za](http://www.nbcei.co.za)

Council would like to take this opportunity to thank you for your co-operation herein.

Yours Faithfully

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S T Abrahams  
**Acting General Secretary**