



PENSIONS  
RC No: 620900

# ACCOUNT OPENING FORM

RSA/\_\_\_\_\_

Formal Sector  Informal Sector

**NOTES:**  
\* indicates Mandatory Fields  
\*\* indicates Conditional Mandatory Fields

## Section 1: Personal Data

\*Registration Type (Pls tick as appropriate):

New Registration   
Temporary PIN (TPIN) Regularization



\*Form Reference No.

\*Title (Mr, Mrs, Miss & Ms)

\*First Name

Middle Name

\*Surname

Maiden/Former Name

\*Gender: (M/F)

\*Marital Status (MD/SG/DV/WD/SP)

\*Nationality

\*\*State of Origin

\*\*Local Government Area of Origin

\*Place of Birth (City)

Bank Verification Number (BVN)

\*National Identity Number (NIN)

\*Date of Birth (DD-MON-YYYY)

Residential Address: \*Location Nigeria  Abroad

House No./Name

Street Name

\*\*Village/Town/City

\*\*Local Government Area Code

\*\*State of Residence Code

\*Country of Residence Code

\*\*Zip Code

P.O. Box/P.M.B

Personal E-Mail Address

\*Phone (Country Code + Mobile Number)



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**Section 4: \*Attestation**

I hereby certify that the information provided in this form is correct. I further consent and authorize the National Identity Management Commission to release my NIN information (as may be required) to the National Pension Commission (PenCom), upon request by my Pension Fund Administrator, for the maintenance and operation of my Retirement Savings Account. It is my understanding that PenCom shall exercise due care to ensure that my information is secure and protected.

\*\*Signature

Left Thumbprint

Right Thumbprint

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**Section 5: PFA Certification (for official use)**

I hereby certify that the information provided in this form is correct to the best of my Knowledge.

|                   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| *Sales Agent Code |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Name             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Designation      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *Date             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

\*Signature

**DOCUMENTATION REQUIREMENTS FOR FORMAL SECTOR (Please tick )**

- \*Passport Photograph
- \*Letter of First Appointment/ Letter of Employment
- \*Staff ID Card  
( or National Driver's License; Permanent Voter's Card or International Passport)
- \*Birth Certificate or Declaration of Age
- \*National Identity Card or Enrolment Slip  
(Issued by the National Identity Management Commission, indicating the NIN)
- Bank Verification Number (BVN).  
(Card or any other form of BVN authentication)
- \*\*Promotion letter or Payslip indicating GL  
(2004, 2007, 2010, 2013, 2016, Current Year)
- \*\* Evidence of Transfer of Service
- \*\*IPPIS Enrolment Slip

**DOCUMENTATION REQUIREMENTS FOR MICRO PENSION PLAN ACCOUNT (Please tick )**

- \*Passport Photograph
- \*\*Certificate of Business Registration
- \*\*Evidence of Membership of Trade Union/Association
- \*Other Forms of Identification  
(International Passport, Voters Card, Drivers's Licence etc.)
- \*Birth Certificate or Declaration of Age
- \*National Identity Card or Enrolment Slip  
(Issued by the National Identity Management Commission, indicating the NIN)
- Bank Verification Number (BVN).  
(Card or any other form of BVN authentication)