

Pay No:

PERSONAL DETAILS			
Surname:		Forename(s):	Title:
ADDRESS:			
		Postcode	
Date of Birth:		Nat Ins No:	
Signature:		Date:	
If you are on maternity or adoption leave at the date of the election work, please contact us immediately, as taking on this work will have an impact on your remaining pay.			

Do not complete bank details section if you have another job with the Vale

Name of Bank / Building Society:	
Address of Bank / Building Society:	
Branch Sort Code (6 Digits):	
Bank Account No. (8 Digits):	
Building Society Roll No. (If Applicable):	

Please Note: All payments are made direct to your bank account by BACS. Payments cannot be made unless the accompanying bank details are completed and your National Insurance Number and Date of Birth are provided.

Employee Statement – Do not complete if you have another job with the Vale You need to tick only one of the following statements A, B or C	Please Tick	
	Yes	No
A – This is my first job since last 6 April and I have not been receiving taxable Jobseeker’s Allowance, Employment and Support Allowance, taxable Incapacity Benefit, State Pension or Occupational Pension.		
B – This is now my only job but since last 6 April I have had another job, or received taxable Jobseeker’s Allowance, Employment and Support Allowance or taxable Incapacity Benefit. I do not receive a State Pension or Occupational Pension.		
C – As well as my new job. I have another job or receive a State Pension or Occupational Pension.		
Student Loan	Please Tick	
	Yes	No
1. I have a Student Loan which is not fully repaid? (If yes go to question 2)		
2. I am repaying my Student Loan direct to the Student Loan Company, my employer should not deduct loan repayments from my pay. (if yes, do not answer questions 3 & 4)		
3. I have a Plan 1 Student Loan (you lived in Northern Ireland when you started your course, or you lived in England or Wales and started your course before 1 September 2012)		
4. I have a Plan 2 Student Loan		
5. (you lived in England or Wales and started your course on or after 1 September 2012)		
Postgraduate Loan		
6. I have a Postgraduate Loan which is not fully repaid (if yes go to question 7)		
7. Did you complete or leave your Postgraduate studies before 6 th April? (if yes go to question 8)		
8. Are you repaying your Postgraduate Loan direct to the Student Loans Company by direct debit?		

Position Details			Cost Code	463051
Please Tick	Election Duties	✓	ITR Canvasser	HEF Canvasser