

Application for early withdrawal

Promotion of home ownership

Portfolio no. **Portfolio name**

The Insured

Mr Ms
 Surname First name
 Street Postcode, Place
 Telephone E-Mail
 Date of Birth OASI no.
 Marital status Single Married Separated Divorced Widowed Other

Documentation: copy of marriage certificate or family registration certificate, copy of divorce decree absolute

Have you ever requested an advance withdrawal in the past? No Yes, Date Amount

Request for advance withdrawal

Amount CHF or max. amount available
 Preferred date of advance withdrawal

Bank details for payment

Name Contact person
 Street Telephone
 Postcode, Place E-Mail
 Account no./IBAN Account holder

(Bank details of the vendor, the mortgage company or of the residential property builder) No direct payment to the insured person!

Purpose of advanced withdrawal:

- Construction of residential property as the building's owner, or under a contract for work and services
- Conversion/renovations (only possible for investments that increase / maintain the value)
- Purchase of existing residential property
- Repayment of the building loan in order to acquire home ownership
- Repayment of a mortgage on my own residential property
- Purchase of share certificates in a residential building cooperative

Property Single family house Apartment

Street Folio
 Postcode, Place Cadastre no.
 Sole ownership Joint ownership (husband and wife only)
 Co-ownership Distinct and permanent building right
 Moving-in date

Costs / Mortgage

Purchase price, respective price of construction	CHF	
Mortgage / Loan on the residential property	CHF	

Land registry in charge

Name		Telephone	
Street		Postcode, Place	

Personal use: The property is occupied by me / my family as my / our domicile or normal place of residence.

Documentation: domicile acknowledgement (available from municipality of domicile)

No financing for secondary or holiday residences!

Important:

Payment for purchase of building plot or for financing mortgage interests is not possible.

According to the legal regulations the advance withdrawal is to be finalized within 6 months following submission of the completed application, together with all required documents. For construction or purchase of residential property, the advance withdrawal can only be finalized after transfer of the ownership in the land register. For construction or purchase of residential property abroad, the advance withdrawal will be finalized as soon as we are in possession of the acknowledgement of the new domicile.

I hereby acknowledge that the Tellco Pension solutions 3a will charge a fee for the processing of this application in accordance with the Fees and Charges Policy. We reserve the right to demand the original documents.

	certified signature*	certified signature*
Place, Date	The Insured	Spouse

* Through the notary or the municipality.

Documents to be submitted for the application for early withdrawal

Preparation

- Purchase contract and land registry record*
- Contract for work and services
- Building permit with certificate of appeal
- Confirmation of residence (after moving in)

Purchase

- Purchase contract and land registry record*
- Confirmation of residence (after moving in)

Amortisation of a mortgage

- Current land registry record*
- Current confirmation of residence
- Confirmation from the bank regarding the mortgage and that this can currently be amortised by the aforementioned amount, incl. IBAN / payment details

Purchase of shares

- Original shares
- Confirmation and regulations of the housing association

Conversion/renovations

- Current land registry record*
- Current confirmation of residence
- Documents concerning the conversion (quotations, plans, building permit, etc.)

If the property is located abroad or the buyer does not have Swiss citizenship:

Corresponding officially certified documents, copy of passport / ID and copy of foreign national's ID document

* For properties in France: relevé de propriété.

Information sheet

Renovation of a property using assets from your occupational or tied pension provision (Vested Benefits – 2nd Pillar and Pillar 3a)

The Federal Social Insurance Office has defined the following:

- The construction or renovation of a property using an advance withdrawal must be used primarily for the account holder to live in;
- Lavish or small-scale renovations do not corroborate with the purpose of the law regarding the promotion of home ownership with pension assets.

In accordance with these principles, our pension foundation has drawn up the following list as a guideline for the type of renovations that can be financed using assets from your pension provision:

Renovation CAN BE FINANCED

- Renovations to living areas
- Basement
- Attic, loft conversions
- Balcony / Terrace
- Canopy at entrance
- Patio if directly next to the house
- Architect's invoices if not more than 20% of withdrawal
- Washing machine, tumble dryer, dishwasher, etc., if the entire kitchen is being renovated
- Fireplace if it is part of the heating system and was not added later
- Solar panels (for the living area)
- Heating / renovation of the airing cupboard
- New bathroom
- Window replacements
- Retiling of the roof
- Renovation of floors
- Renovation of the facade (incl. roller shutters, shutters)
- Conservatory

Renovation CANNOT BE FINANCED

- Any type of garage, parking space or shelter
- Garden and landscaping work
- Swimming pools
- Saunas, fitness rooms
- Pergola
- Supporting walls
- Sewage system
- Noise barrier
- General receipts not directly related to the renovation work
- Furniture
- Holiday homes and second homes
- Work done by owner him / herself (salary)
- All fees
- Invoices from do-it-yourself shops
- Renovation work carried out by the owner him / herself is not financed
- Pre-financing of renovation work is not allowed
- Individual household appliances

Important:

This information sheet is purely indicative in nature, the list is not exhaustive. Cost estimates from tradesmen must be submitted – renovations performed by the account holder are not eligible for financing. Only invoices from the last twelve months can be settled.