



TRACK DOWN YOUR LOST PENSION

HARGREAVES
LANSDOWN



THERE'S £19.4 BILLION SAT IN UNCLAIMED PENSIONS. COULD SOME OF IT BE YOURS TO CLAIM?

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On average we go through 11 jobs and move house 8 times.

There's an estimated 1.6 million pension pots worth £19.4 billion – the equivalent of nearly £13,000 each – which have been lost or forgotten.

To make sure you don't lose out, it's important that you check the whereabouts of all your pensions and claim back any that you've lost touch with.

If you've moved jobs or changed address over the years, you could have an old pension waiting to be found.

This factsheet includes some essential tools and tips to help you find your pensions, and make the most out of them.

IMPORTANT INFORMATION

The information on this factsheet isn't personal advice, if you're unsure what's suitable for your circumstances, please seek [advice](#). If you're thinking about transferring, Please check for excessive exit fees first and that you won't lose valuable guarantees or benefits before you apply.



HOW TO FIND YOUR LOST PENSIONS

✓ Look through old paperwork

You can start at home by looking through your paperwork to find any annual pension statements or starter packs you got when you first joined. If you're not sure whether you had a pension with an old employer, you could look through your old employment contracts or pay slips for any signs of pension contribution deductions.

Look out for details of the scheme administrator or the pension company holding your money.

✓ Contact your old employers

If you can't find any old paperwork, or the provider's details aren't clear, then get in touch with your old employer. Confirm when you worked for them and ask for the name of the company's pension provider at the time, along with their contact details.

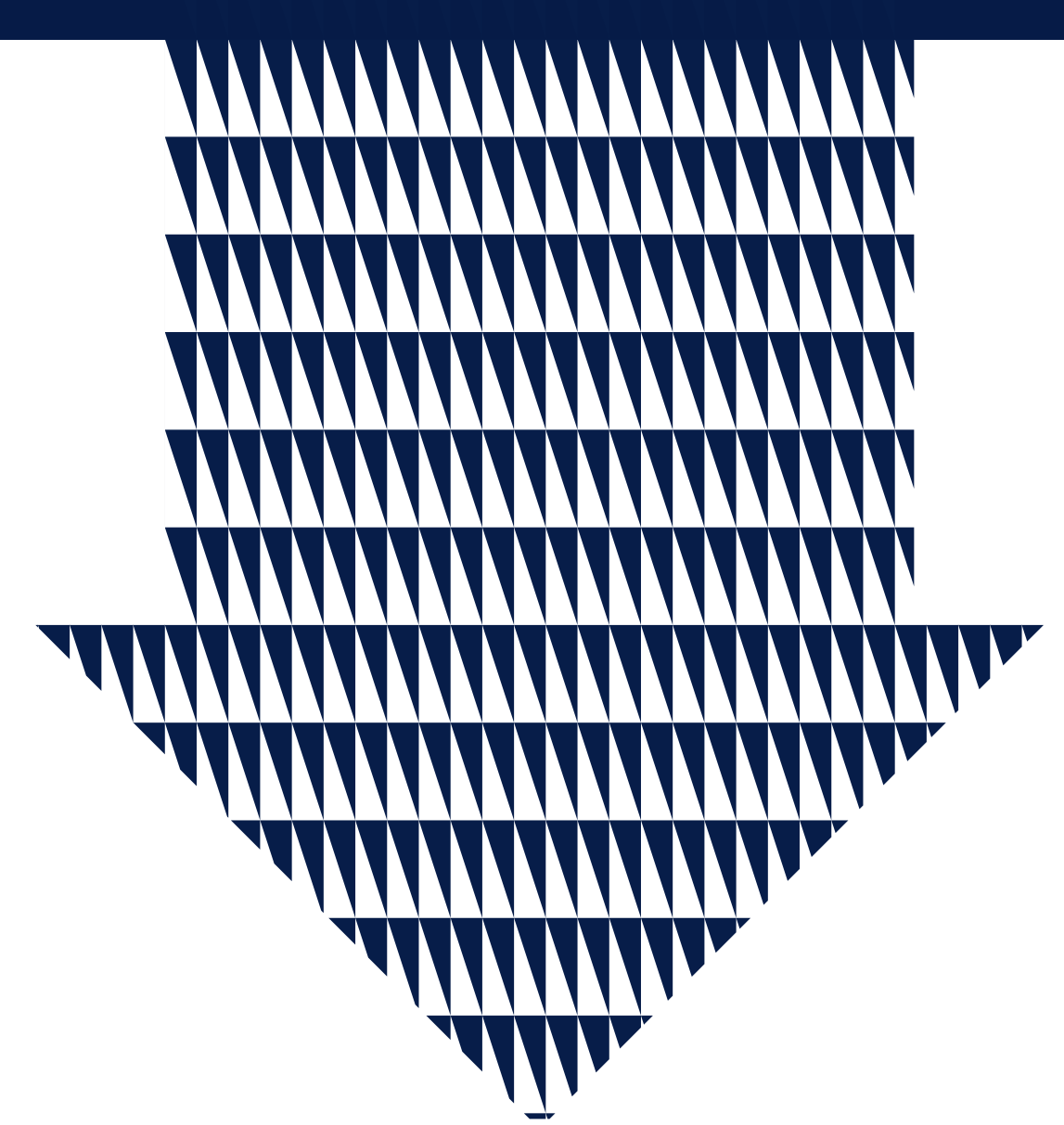
If your employer has changed name or contact details since you left, you can try a simple search of Companies House to track down their new details.

Try the Pension Tracing Service

If you're still having no luck and you need a helping hand, try the government's free Pension Tracing Service. The service can help you find pension provider contact details for:

- Your own workplace or personal pension scheme
- Your civil service, NHS, teacher or armed forces pension
- Someone else's scheme, if you have their permission

**TRY THE PENSION
TRACING SERVICE**



NEXT STEPS ONCE YOU'VE FOUND YOUR PENSION

1

Re-connect with your provider

Once you've found out which provider holds your pension pot, you'll need to contact them directly to find out how much it's worth, and to update them with your new contact details. They'll probably need to do some security checks to verify who you are too. Make sure you have your past and present details to hand, like your previous names or addresses, and National Insurance number.

2

Get to know your pension

Now you've found your lost pot, it's important to take a closer look. Check what the scheme rules are around your retirement age, and that your investments match your attitude towards risk and financial aims. Remember to consider all your pension pots as a whole, not just in isolation you should also check what fees you're paying and how easy it is to access your pension online to see what it's worth and if you're on track for retirement.

3

Consider combining pensions into one

If you're less than satisfied with the service that the pension provider offers, it could make sense to transfer your pot to a new one. It's also much easier to keep on top of things if you don't have lots of pensions in different places. Consolidating them into one easy-to-use online account could make things simpler.

Before consolidating it's important that you check you won't lose valuable guarantees or benefits by transferring. Also, compare the services and fees of your current and future provider. Check whether your new provider will charge you any set-up fees, or ongoing account charges. It's worth looking what you'll get in return for your money too. Some providers offer more support and tools than others.

WATCH OUTS

HOW TO TRANSFER

If you're considering transferring, you should contact your current and future provider to check a few things first.

- 1** Find out how much you'll be charged to transfer away
- 2** Check you won't be forfeiting valuable benefits or guarantees
- 3** Find out if there are any set up or transfer costs with your new provider
- 4** Make sure your new provider is financially secure and, if transferring to a personal pension scheme, is regulated by the Financial Conduct Authority.

WAYS TO APPLY

You'll normally need to complete an application with the provider you want to transfer to. Some providers have an online form, which can speed up the process. While others might need you to complete a paper form and return it in the post. Once you've submitted an application, your new provider will typically contact your old one to arrange the transfer.

CASH OR STOCK TRANSFER

You can normally choose to transfer your pension as cash or stock. If you transfer as cash, you'll be out of the market until your transfer completes and new investment instructions are placed. If markets fall, this will work in your favour but if markets rise, you could miss out on gains. If you transfer as stock, it's unlikely you'll be able to trade until the transfer completes. This can mean missing opportunities to buy or sell.

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