

## Re - Employment Following a Break

Surname:

First Name(s):

Title: Mr / Mrs / Miss / Ms / Other

Partnership Status: Single / Married / Civil Partnered / Divorced / Widowed / In a Declared Partnership\*:

Current Address:

Postcode:

National Insurance Number:

Pension Reference Number:

Employing Authority:

Occupation:

Staff Number:

Contribution Rate:

Rate of Pensionable Pay (including all Pensionable Emoluments):

Date Break Commenced:

Date Re-employment Commenced:

**\* Please note that we will only accept a partnership status of 'in a declared partnership' if a completed LGS21 form is held on file.**

Reason for Break in Employment (see overleaf)

If reason (2) to (5), has notice been given to pay contributions for the period of absence?

Yes No 

If YES, please state the amount of arrears of employee contributions due: £

Period over which arrears will be recovered: from ..... / ..... / ..... to ..... / ..... / .....

Employer contributions due £

**Employers' contributions will be invoiced immediately and should be paid within 30 days of the member's return to work.**

**Please note that if a member returns from a break under different working hours or weeks, form LGS25 must be returned with this form to advise NILGOSC of the change.**

**Completed by:**

Print Name (Authorised Officer):

Signature:

Telephone Number and Extension Number:

Date:

Email Address:

## Re - Employment Following a Break

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This form is to be used when an employee recommences employment after a break in service due to:

1. Unpaid Sick Leave (no contributions payable)
2. Unpaid Leave of Absence (e.g. Career Break – Employee and Employer contributions due)
3. Unpaid Maternity Leave (contributions calculated as if pay immediately before break began, i.e. SMP, had continued throughout break)
4. Trade dispute (employee pays 16%, no employer's contributions due)
5. Reserve Forces Service (consult NILGOSC re. contributions due)
6. Unauthorised Absence (no contributions can be paid)

**Please return to NILGOSC, 411 Hollywood Road, Belfast BT4 2LP within 30 days of the member's return to work.**