

BAE Systems Pension Scheme – Level 125-200 to Level 100+

Application to change pension level from 1 April 2026

Full name	
Date of birth	
National Insurance number	
Contact telephone number	
Contact email address*	

*Please provide an email address or we will not be able to acknowledge your application.

You should ensure that you carefully read the [Level 100+ Member Booklet](#) and you are urged to seek financial advice before exercising this option.

By choosing to move to Level 100+ the terms that will apply to all your benefits will be the Level 100+ benefit basis (including different death and medical retirement benefits). This means that when calculating your benefits, your pension prior to joining Level 100+ will be calculated using the accrued pension percentage in Main Edition but using your Final Basic Salary in Level 100+ which will be added to the benefits accrued in Level 100+.

Level 100+ is made up of two pension arrangements, a Defined Benefit (DB) Core Pension from the Scheme and a Defined Contribution (DC) Benefit from the Mercer Master Trust (MMT). DC benefits include the value of the Company contribution, plus any Additional Voluntary Contributions you make to the MMT.

Any Guaranteed Minimum Pension accrued in Main Edition prior to changing to Level 100+ will be revalued as if you had left service on the date of joining Level 100+.

Please note that you will not be allowed to switch back to Level 125, 167, 187 or 200 (Main Edition).

To understand the DC investment choices available to you please refer to the MMT Member guide by visiting scottishwidows.co.uk/save/baesarsp

SMART Pensions

Your contributions are automatically paid through SMART Pensions (from January 2026, this includes any Additional Voluntary Contributions you may pay). SMART Pensions is a salary sacrifice arrangement that enables employees and the Company to pay lower National Insurance contributions and most members receive higher take-home pay as a result. The [SMART Pensions FAQ document](#) contains more information. Unless you have opted out of SMART Pensions the contributions you select on this form will continue to be paid through SMART Pensions.

Declaration

Please sign below to confirm you have read and understood the following:

- I confirm I wish to switch to Level 100+ and to participate in SMART Pensions. I authorise my employer to make an adjustment to my contractual gross pay by an amount equivalent to the contributions that I would have paid had I not opted-in to the SMART Pensions arrangement and for the Trustee to invest my Retirement Account with the Mercer Master Trust.
- I confirm I have read the [Level 100+ Member Booklet](#), the [MMT Member Guide](#) for the BAE Systems Section or [MMT Member Guide](#) for the Airbus Section, and the [MMT Investment Guide](#).
- I understand that from the date that I switch, my benefits and contributions will be determined in line with the Rules of the Level 100+ section of the BAE Systems Pension Scheme.
- I understand and accept that I will **NOT** be allowed to switch back to Level 125, 167, 187 and 200 at a later date.

Signed:

Date:

How to submit this form

Please complete and return this form to the Scheme administrator, Aptia by **6 February 2026** so that your request can be processed with effect from **April 2026**.

You can print, complete and scan this form and then upload to:

www.contactpensionsadmin.com/baes (go to I am a member and would like to raise a Request > Anything Else)

If you do not have access to a printer or scanner, please save and complete the form online, type your name in the signature box and upload the completed form via the link above. To verify your submission you will also need to upload a photo of your signature as a second attachment along with your completed form. If you do not have the functionality to edit this PDF form, please save the form to your computer, then right click on the saved form and select 'Open with Word'. Please then complete the Word version of the form in line with the above.

Alternatively you can print, complete and post this form to:

BAE Systems Pension Scheme, Aptia, Maclaren House, Talbot Road, Stretford, Manchester, M32 0FP

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