

**THE PENSION FUND (1969) OF  
THE PENTECOSTAL ASSEMBLIES OF CANADA**

\*\*\* Please pass on to your Payroll Dept. \*\*\*

**CANADA REVENUE AGENCY T4 FILING:**

T4 completion must include actual contributions deducted from remuneration and the matching employer contributions during your payroll year. Please note that pension plan regulations require all contributions deducted from remuneration to be remitted within 30 days following the month in which such amounts were deducted.

T4 Completion:

Box 20: Enter the employee contributions for the year.

Box 52: Enter both the employee and employer contributions for the year.

Box 50: Enter the Pension Plan registration number - 0354480.

Note: The pension contribution is not treated like an RRSP. The employer's contribution to the Pension Plan is not to be added to the gross remuneration reported in Box 14.

**YEAR END & THE ANNUAL BENEFIT STATEMENT:**

Please note that all Pension Plan contributions will need to be post-marked no later than December 31 for them to be included on your Annual Benefit Statement due out a few months after year end.

**MEMBER REQUIRED CONTRIBUTIONS:**

Effective July 1, 2007, the contribution requirements changed. The new minimum is 2.5% during the first two years of membership. This increases to 4% during the third and fourth years and then increases to 5% starting in the fifth year and all subsequent years of membership in the plan. The maximum contribution that became effective July 1, 2012 is 10%. The actual contribution rate, within these parameters, is to be determined between the employee and their employer. Employee contributions should be deducted from pay. The employer needs to match this amount and then either:

- a) send a cheque to PAOC within 30 days of contributions being deducted from pay; or
- b) sign up to participate in on-line remittance (contact Janice Chiu at [janice.chiu@paoc.org](mailto:janice.chiu@paoc.org))

**EMPLOYEE TERMINATIONS:**

It is essential that we be notified of all persons who do not have credentials that terminate their employment with you. Please include with this information current address and date of termination.

**CONTACT INFORMATION:**

To enrol in the Pension Plan, for general questions, or for information regarding termination or retirement, please contact:

The Pension Plan Department  
The Pentecostal Assemblies of Canada  
2450 Milltower Court  
Mississauga, ON L5N 5Z6  
Email: [pensioninfo@paoc.org](mailto:pensioninfo@paoc.org)

Phone: 905-542-7400  
Toll Free: 1-866-877-8481  
Fax: 905-542-7313