

DOCUMENTATION REQUIREMENT CHECKLIST FOR PRE-ACT

SN	Document	Tick If Attached
1	PFA Application Form	
2	Application Letter by the RSA Holder	
3	Means of Identification	
4	Birth Cert/Age Declaration	
5	Letter from Employer stating Pre-Act amount and Date	
6	Computation of Pre- Act amount	
7	Letter of Retirement/Acceptance of Resignation/Termination of employment by the employer	
8	Letter of Employer stating date of employment, the Pre-Act amount (principal) remitted to the RSA and date of Remittance	
9	RSA Statement	
10	Other Supporting Documents (if any)	

FOR OFFICIAL USE:

DOCUMENTS CHECKED & VERIFIED BY:

LOCATION:

OFFICER'S MOBILE NUMBER:

SIGNATURE/DATE: