

EPort - Registration Form**Applicant Details:****First Name:** _____**Surname:** _____**Employee No.:** _____**ID No.:** _____**E-mail:** _____**Tel No.:** _____ **Cell No.:** _____**Physical Address:** _____

ePort enables each employer to initiate and track the claim process in the event of withdrawal, retirement or death of a member.

Your authorised functionality on ePort is to “Create / Change / View / Authorise”.

Please note that all transactions or changes made in ePort will update the Momentum Retirement Administrators’ administration system automatically. Neither Momentum Retirement Administrators nor the Trustees of the **SARPBAC Retirement Fund (Pension and Provident)** will be held liable for any loss or damage or expense occasioned by the erroneous activation of any processes, transactions and or changes on ePort by the employer.

On accepting the terms and conditions for the use of ePort, you will be provided with access details and a password.

It is imperative that the access details and the password are treated with utmost confidentiality. Should the access details and /or password be shared or compromised in any way, neither Momentum Retirement Administrators nor the Trustees of the **SARPBAC Retirement Fund (Pension and Provident)** will be held responsible for any such unauthorised use.

I.....confirm that I am the applicant, authorised to
create/change/view/authorise data in ePort.

Terms and Conditions

Access Codes

The employer's authorised user /s will each be provided with the access details and passwords. These access codes should be treated as confidential. Should access details and passwords be shared or compromised in any way, the employer shall indemnify Momentum Retirement Administrators and the Trustees of the **SARPBAC Retirement Fund (Pension and Provident)** against any action, claim, loss or damage caused directly or indirectly which may arise from such unauthorised use.

Instructions:

The authorised user shall verify the correctness of the information and of the instruction prior to conducting transactions via ePort. It is important to understand that all transactions and changes will automatically update Momentum Retirement Administrators' administration system after submission. Where an authorised user has submitted erroneous information or an incorrect instruction on ePort, the employer shall indemnify Momentum Retirement Administrators and the Trustees of the **SARPBAC Retirement Fund (Pension and Provident)** against any action, claim, loss or damage (whether direct, indirect, special or consequential) or expense which may arise and be attributable to the submission of such erroneous information and/or instruction.

Transaction options

Notify claims:

This function will be used to submit withdrawal, retirement or death claims. The authorised user shall verify the withdrawing member's personal details prior to submission thereof.

Disclaimer:

I have read, understood and agree with the terms and conditions pertaining the use of ePort. I accept the terms and conditions

Name: _____

Signature: _____

Designation: _____

Date: _____