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CONTRACT

FOR SUPPLEMENTARY VOLUNTARY PENSION INSURANCE WITH PERSONAL CONTRIBUTION

№.....

This by and between:

PENSION ASSURANCE COMPANY DOVERIE AD, having its registered office and principal place of business in the city of Sofia, Izgrev borough, 13 B, Tintyava Street, entrance A, floor 7, entered with the Commercial Register and the Register of Non-Profit Entities to the Registry Agency, company identification number (EIK) 831190986, pension license No. 01/21.09.2000, represented jointly by the Executive Directors Kiril Konstantinov Georgiev and Miroslav Krumov Marinov, hereinafter referred to as **THE COMPANY**, which manages **THE VOLUNTARY PENSION FUND DOVERIE**, registered in the Special Register of Sofia City Court under company case № 12540/2000, BULSTAT 130410344, on the one hand

AND

.....

personal No.

or identification № (for a foreigner), Identity card No....., issued on.....

by or identity document of a foreigner (type, series №, date and place of issue, validity term)

....., date of birth, place of birth.....,

nationality....., state of permanent residence.....

Permanent address: District of....., Municipality of,

p.c., City/ town, Str.№, bl.,

entr., floor, ap.

Present address: District of....., Municipality of,

p.c.....,

City/ town, Str.№, bl., entr.,

floor, ap.....,

telephone:....., e-mail:.....,

hereinafter referred to as **THE INSURED**, on the other hand, this contract was made and entered into, as follows:

I. SUBJECT OF THE CONTRACT

Art. 1. The subject of the contract is the supplementary voluntary pension insurance with the Voluntary Pension Fund Doverie (VPF Doverie), managed by **THE COMPANY**, for all types of supplementary pensions in accordance with the Rules of operation of the Voluntary Pension Fund Doverie (the Rules), with personal contributions by the INSURED.

II. EFFECTIVE DATE AND TERM OF THE CONTRACT

Art. 2. The participation of **THE INSURED** in VPF Doverie shall start on the date of conclusion of this contract, it shall come into effect after receipt of the first contribution with the VPF Doverie and its effect shall not be limited to term.

(2) In case of transfer of funds from a professional pension fund or from a corresponding fund managed by another pension insurance company to the VPF Doverie, the insurance contract or the supplementary agreement with the INSURED shall take effect from the date of transfer of the funds to the individual account at VPF Doverie.

III. AMOUNT OF SOCIAL SECURITY CONTRIBUTIONS AND TERMS AND CONDITIONS OF THEIR PAYMENT

Art. 3. (1) The INSURED shall be pay to the VPF Doverie personal insurance contributions, determined by type and amount as follows:

1. **monthly, in the amount of** percent

of.....

(minimal salary, gross salary, other social security income – in figures and words)

or

(contribution defined in absolute amount - – in figures and words)

2. **periodic, in the amount of**.....each

.....month

(contribution defined in absolute amount - – in figures and words)

3. **one-off, in the amount of**

.....

(contribution defined in absolute amount - – in figures and words)

Tick by X the type of contribution

(2) **THE INSURED** may make monthly and periodic social security contributions in an amount higher than that specified in paragraph 1 without need to sign an additional agreement to the contract.

(3) The monthly and periodical contributions shall be paid by the day of the month following the month or period to which they relate.

(4) The one-off contribution shall be paid within days of the date of conclusion of the contract.

(5) The social insurance contributions shall be paid to the VPF Doverie:

1. to the bank account of VPF Doverie specified in the contract

2.....

(specify how the INSURED wishes to make the contribution)

Tick by X the selected method of payment of the contribution.

(6) When making the monthly or periodic contribution, **THE INSURED** must indicate his or her personal number, full name, the amount of the contribution, and the month or period for which the contribution is made.

(7) Pursuant to article 233 of the Social Insurance Code (SIC), at the request of **THE INSURED** the social insurance companies shall deduct from his/her remuneration for the relevant month the social security contribution paid to his/her own account and transfer it to the VPF Doverie.

(8) **THE INSURED** may, subject to the conditions and in accordance with the procedure laid down in article 12 of the Rules, benefit from tax deductions in respect of the personal contributions paid to the VPF Doverie.

IV. TERMS AND CONDITIONS FOR GRANTING AND PAYMENT OF SUPPLEMENTARY PENSIONS, FOR ONE-OFF OR DEFERRED PAYMENT OF THE FUNDS ACCUMULATED ON THE INDIVIDUAL ACCOUNT

Art. 4. (1) **THE INSURED** shall acquire the right to a personal old-age pension from the VPF Doverie upon acquiring the right to an old-age and insurable service pension under Part I of the Social Insurance Code.

(2) At the request of **THE INSURED**, the personal old-age pension may be paid up to five years before the age where the

person shall be entitled to old-age and insurable service pension under article 68, paragraph 1 of the Social Insurance Code.

(3) An **INSURED** shall acquire the right to a personal disability pension, in case of a permanently reduced working capacity of 50 per cent or more - from the date of the disability determined in the expert decision of the Territorial Expert Medical Commission or the National Expert Medical Commission.

(4) The supplementary pension under the Rules shall be granted provided that the calculated monthly amount, as of the date of its granting, shall be not less than 10.00 per cent of the amount of the minimum monthly salary in the country as of the same date.

(5) Where the calculated monthly amount of the personal supplementary pension is less than the minimum amount referred to in paragraph 4, the **INSURED** shall be entitled:

(1) to make an additional one-off contribution in an amount that will make it possible to provide a pension at least equal to the minimum amount under paragraph 4;

2. to postpone his/her retirement and continue to contribute to the VPF Doverie until his/her individual account accumulates funds in an amount that will allow granting a pension at least in the minimum amount referred to in paragraph 4;

3. to receive the funds accumulated in the individual account in accordance with article 5 as a lump sum or in instalments.

(6) Where the calculated monthly amount of a survivor's pension is less than the minimum amount referred to in paragraph (4), the heir of **THE INSURED** or the beneficiary shall have the rights referred to in paragraph 5, items 1 and 3.

Art. 5. (1) The right to one-off or deferred payment of the funds in the individual account shall be vested in **THE INSURED**, his/her heirs or the beneficiary who have acquired the right to the respective type of supplementary pension and have applied for a one-off or deferred payment.

(2) The funds in the individual account shall be paid one-off or by deferred payments where the persons referred to in paragraph 1 have applied for the relevant type of pension and the calculated monthly amount, at the date of its granting, is less than the minimum amount referred to in article 4, paragraph 4 and they have not exercised their rights under article 4, paragraph 5, items 1 and 2 and paragraph 6.

Art. 6. Supplementary pensions shall be granted whenever the conditions of article 4 are fulfilled, on the basis of an application following a template provided by **THE COMPANY**.

(2) Supplementary pensions shall be granted from the first day of the month following the month in which the application is submitted to **THE COMPANY**.

(3) In order to pay the supplementary pension, a pension agreement following a template provided by the COMPANY shall be entered into between **THE COMPANY** and **THE INSURED**, his/her heir or beneficiary, which shall set out the terms and conditions of payment of the pension.

Art. 7. (1) In the cases referred to in article 5, the one-off or deferred payment shall be made on the basis of an application following a template provided by **THE COMPANY**, within 30 working days of the application, accompanied by the documents required under Chapter Ten of the Rules.

(2) Where **THE INSURED** or his/her heir or beneficiary wishes to receive the funds in the individual account on a deferred basis, a deferred payment agreement shall be entered following a template provided by **THE COMPANY**, which shall specify the terms and conditions for deferred payment.

(3) The funds in the individual account or the heir's or beneficiary's share shall be paid in instalments provided that the calculated amount of the periodic payment is not less than the minimum amount under article 4, paragraph 4.

(4) The period of deferred payment shall not be less than 2 months.

V. RIGHTS AND OBLIGATIONS OF THE INSURED

Art. 8. (1) Insurance in the VPF Doverie shall give the right to:

1. a personal old-age pension - for a fixed term;

2. a personal invalidity pension - for a fixed term;

3. one-off or deferred payment of the funds accumulated in the individual account of the INSURED or part thereof.

(2) Upon acquiring the right to the respective type of pension, **THE INSURED** shall have the right to freely choose between the respective type of pension or a one-off or deferred payment of the funds in the individual account, under the terms and conditions of the Rules.

(3) In the cases referred to in paragraph 1, item 3, where **THE INSURED** withdraws the funds accumulated to the individual account by means of personal contributions or a part thereof, before being entitled to the respective type of supplementary pension, then **THE INSURED** shall pay a tax under the terms and conditions of article 12, paragraphs 8 and 9 of the Rules and a fee under article 16, paragraph 1, τ. 4.

Art. 9. (1) **THE INSURED** shall have the right to transfer the funds accumulated under this contract to the individual account in the VPF Doverie or a part thereof to a relevant fund managed by another pension insurance company not more than once within one calendar year.

(2) Except in the cases referred to in paragraph 1, **THE INSURED** shall be entitled to transfer the funds accumulated under this contract in his/her individual account in the VPF Doverie to a relevant fund managed by another pension insurance company, in case of disagreement with amendments made to the Rules or the investment policy of the VPF Doverie if he/she submits an application in that respect within three months of the notification under article 18, paragraph 2, item 1 or 2, except where the changes result from a change in the legal framework.

(3) The **INSURED** shall have the right, not more than once within a calendar year, to transfer the funds accumulated under this contract in his/her individual account or part thereof, to an individual account of a spouse or of relatives in the direct line, up to the second degree, in VPF Doverie or to a relevant fund managed by another pension insurance company.

Art. 10. THE INSURED hereunder may submit notices and complaints concerning errors, omissions and breaches relating to the activity of the insurance intermediaries and the employees of **THE COMPANY**, as well as against refusal to issue a copy of a document under art. 13, paragraph 1, item 5 and notify the Consultative Council of VPF Doverie and the FSC for breaches relating to the activity of **THE COMPANY**.

Art. 11. (1) In connection with the insurance in VPF Doverie **THE INSURED** shall provide their personal data to **THE COMPANY**, which in the capacity of data controller shall process the obtained data for specific goals, set forth in the SIC, any other statutory instruments and by-laws, applicable to the business of supplementary voluntary pension insurance and this contract and on the grounds of the specified regulations and the contract.

(2) Detailed information about the grounds, the purpose and the terms for processing, the categories of data that will be processed as well as the rights related to personal data protection and the procedure for their exercising is contained in the document **Information and access to personal data of clients for General / Professional / Voluntary pension fund Doverie**, which **THE INSURED** may obtain at any office of **THE COMPANY** or may get acquainted with its content on www.poc-doverie.bg section *Personal Data Protection*.

(3) **THE INSURED** shall notify **THE COMPANY** about any change of their personal data, which are processed in connection with the insurance in VPF Doverie and shall submit the relevant documents, as well as shall notify **THE COMPANY** about change of other circumstances that are relevant for completion of the obligations of **THE COMPANY**.

Art. 12. In addition to the rights and obligations specified in this contract, **THE INSURED** shall also have the relevant the rights and obligations, laid down in SIC, its implementing regulations and the Rules.

VI. RIGHTS AND OBLIGATIONS OF THE COMPANY

Art. 13. (1) The **COMPANY** shall:

1. Provide to the persons who will be insured in VPF Doverie, to **THE INSURED** and to their heirs, any information according to the requirements of SIC, its implementing regulations, the Rules and this contract and in the manner specified therein;

2. Provide to **THE INSURED** the Rules and the investment policy of VPF Doverie and any amendments and supplements and shall provide, upon request, a certified copy thereof;

3. Provide to **THE INSURED**, upon request, information concerning the achieved real profitability under his/her individual account;

4. Issue, upon request, to **THE INSURED**, unique identifier providing to them electronic access to the data in their individual account and shall allow them making checks and tracking their insurance history;

5. Provide, upon request, within 7 days, to **THE INSURED** or their heir an electronic or paper copy of document from **THE INSURED**'s files in company's database;

6. Provide, upon request, within 7 days, to the heirs or beneficiaries of a deceased **INSURED**, information in writing about the funds they are entitled to from the individual account of the deceased and the terms determining the treatment of these funds;

7. Process, in the capacity of data controller, the personal data of **THE INSURED** and their heirs in compliance with the requirements of the General Data Protection Regulation (Regulation (EU) 2016/679), the Personal Data Protection Act and any other applicable national and European laws;

8. Not provide to third persons any data about **THE INSURED** or their heirs except in the cases provided for by the law;

9. Review any notices and complaints and reply in writing to the persons having submitted them within 30 days after their receipt;

10. Acquaint, before conclusion of a pension contract or contract for deferred payment, **THE INSURED** with its rights related to the acquired pension right and consult it upon choosing the most appropriate payment.

(2) In addition to the relevant rights and obligations specified in this contract, **THE COMPANY** shall have the relevant rights and obligations, laid down in SIC, its implementing regulations and the Rules.

VII. RIGHTS AND OBLIGATIONS OF THE HEIRS AND THE BENEFICIARIES

Art. 14. (1) According to the Rules the following shall be entitled to a pension by inheritance:

1. Heirs at law;

2. Third beneficiary party.

(2) **THE INSURED** may specify the following beneficiaries who are entitled to receive pension by inheritance hereunder as well as the relevant portion of the funds:

1. Their children;

2. Husband / wife;

3. Persons indicated in the table as follows:

No	Full name	Personal No.	Kinship or marital relation (if any)	share %
1				
2				
3				

100%

Note. Children or husband / wife of **THE INSURED** may be entered in the table, too. Children or husband/ wife of **THE INSURED** must be entered in the table provided that **THE INSURED** does not wish to indicate all their children as beneficiaries or wishes to determine different shares to their children and / or husband/ wife.

(3) When in paragraph 2, item 1, as beneficiaries are specified the children of **THE INSURED**, without being specified name by name in paragraph 2, item 3, right to pension by inheritance will have also the children born after contract conclusion.

(4) When in paragraph 2, item 2 as a beneficiary is specified the husband or the wife of **THE INSURED**, without being specified name by name in paragraph 2, item 3, right to pension by inheritance shall also have the person who is married to **THE INSURED** as at the time of their death.

(5) When third beneficiaries are more than one person but in paragraph 2, item 3 is not specified the relevant share thereof, then they shall have equal rights.

(6) When the third beneficiaries are more than one person and any of them dies before **THE INSURED** or refuses to get the relevant share, their share shall be added, respectively, to the shares of the other beneficiaries.

(7) In case of death of **THE INSURED**, when there are no beneficiaries or the specified beneficiaries have deceased before **THE INSURED**, or have refused to receive the relevant share, the accumulated funds in the individual account or the balance thereof shall be due to the heirs at law in accordance with the order of inheritance and the relevant inheritance shares according to the Inheritance Act.

(8) In the cases of paragraph 7 and when **THE INSURED** has not heirs at law, the funds from their individual account or the balance thereof shall be transferred to the pension reserve of **THE COMPANY**.

Art. 15.(1) Heirs or beneficiaries under article 14 shall be entitled:

1. To pension by inheritance for a fixed period;

2. To one-off payment or deferred payment of the accumulated funds in the individual account of **THE INSURED** or a part thereof;

3. To receive information according to the requirements of SIC, its implementing regulations, the Rules and this contract and in the manner set forth therein;

4. To receive, upon request, within 7 days, a copy of electronic document in their electronic dossier, on paper copy or electronic medium;

5. To submit notices and complaints about errors, omissions and breaches related to the activities of the insurance intermediaries and the employees of **THE COMPANY**, as well as against the refusal to issue a copy of a document under item 4 and to inform the Consultative Council of VPF Doverie and the FSC for any breaches of the activities of **THE COMPANY**.

(2) Upon acquiring the right of pension by inheritance, the persons under paragraph 1 shall have the right to free choice between receiving a pension or one-off payment or deferred payment of the funds from the individual account under the terms and conditions of the Rules.

(3) The persons under paragraph 1 shall notify **THE COMPANY** about any change of their personal data, which are processed and shall submit the relevant documents, as well as shall notify **THE COMPANY** about any change of other circumstances that are relevant for completion of their obligations.

(4) In addition to the rights and obligations specified in this contract, the persons under paragraph 1 shall have the relevant rights and obligations, laid down in SIC, its implementing regulations and the Rules.

VIII. FEES AND DEDUCTIONS

Art. 16. (1) For the purpose of conducting the business of supplementary voluntary pension insurance in VPF Doverie and for its management, **THE COMPANY** shall charge fees and make deductions as follows:

1. In case of insurance by monthly or periodical contributions, deduction shall be made from each contribution at the following rate:
 - a) 4% up to and including the first 24 contributions;
 - b) 3,5% from 25 to and including 48 contributions;
 - c) 3,25 % from 49 to and including 96 contributions;
 - d) 3% – over 96 contributions.
2. In case of insurance with one-off contribution, as follows:
 - a) 4% for contributions up to and including BGN 1 000;
 - b) 3,5% for contributions from BGN 1 001 to and including BGN 5 000;
 - c) 2,5% for contributions exceeding BGN 5 000, however not more than BGN 500.
3. Investment fee at the rate of 9.0% of the income gained from investing the resources of VPF Doverie;
- (2) For individuals insured in general or professional pension fund, managed by **THE COMPANY**, the amount of the deductions under paragraph 1, item 1 and 2 shall be reduced by 15%.
- (3) The fee under paragraph 1, item 2 shall not be deducted from:
 1. Resources transferred from another relevant fund or from one account into another account of VPF Doverie;
 2. One-off personal contribution:
 - (a) from resources paid to insured person in the cases of art. 48, paragraph 1, item 1 and article 51 of the Rules of operation of the General Pension Fund Doverie and article 50, paragraph 1, item 1 and 3 of the Rules of operation of the Professional Pension Fund Doverie;
 - (b) Equal to the one-off paid money from the voluntary pension fund accumulated by personal contributions paid within two years before the date of payment of the money;
 - (c) Made by persons under article 41, paragraph 1 of the Rules, article 50, paragraph 1, item 4 of the Rules of operation of the Professional Pension Fund Doverie and art. 48, paragraph 1, item 2 and article 75, paragraphs 1 - 3 of the Rules of operation of the General Pension Fund Doverie in amount equal to the share due to them from the funds under the individual account of insured or pensioner, or from the payments due to the deceased.
 - (4) The fee under paragraph 1, item 4 shall not be collected when **THE INSURED** withdraws resources from their individual account because they disagree with the amendments and supplements to the Rules or because of reorganization or winding-up of **THE COMPANY** or VPF Doverie.

IX. PROCEDURE AND METHOD TO OBTAIN INFORMATION

Art. 17. (1) **THE COMPANY** shall, up until 31 May every calendar year, provide free of charge to **THE INSURED** annual statement from its individual account with data until 31 December of the previous year on a form approved by Ordinance of the FSC.

In addition to the case under paragraph 1, statement from the individual account shall be provided free of charge upon:

1. The request of **THE INSURED** – within 30 days from the date of receipt of request in writing addressed to **THE COMPANY**;
2. Transfer of the resources in the individual account or a part thereof to voluntary pension fund, managed by another pension insurance company, stating data about the period from the beginning of the current year until the date preceding the day on which the transfer was made - within seven business days from the date of transfer of the resources to the account of the voluntary pension fund in which are transferred the resources pursuant to article 18, paragraph 5 of Ordinance No. 3 of 24.09.2003 of FSC.
 - (2) The statement from the individual account under:
 - Paragraph 1:
 - a) shall be sent on a paper copy to the permanent address of **THE INSURED**;
 - b) shall be provided by electronic means:
By sending by email to the email address stated herein;
On a durable medium;
Through the website of **THE COMPANY**.

Tick by X the method for receiving the statement from the individual account selected by THE INSURED.

2. paragraph 2, item 1 shall be sent as specified by the INSURED in their request.
3. Paragraph 2, item 2 shall be sent by mail, by registered letter, return receipt requested, or by email signed with qualified electronic signature by **THE COMPANY**, depending on the choice of **THE INSURED** in the submitted statement

for transfer of the resources and to the email specified in the statement.

(3) If **THE INSURED** has not made the choice under paragraph 3, item 1, the statement shall be sent on a paper copy to their permanent address.

(4) **THE INSURED** may change the method of receiving the statement under paragraph 4 or the choice made under paragraph 3, item 1 by a document following a template approved by **THE COMPANY**, which shall be submitted as a paper copy or through its website.

Art. 18. (1) **THE COMPANY** shall, before the conclusion of this contract, provide to **THE INSURED** current information concerning the basic characteristics of VPF Doverie and the participation therein.

(2) **THE COMPANY** shall notify **THE INSURED** about:

1. The specific amendments and supplements to the Rules in person or through publication in two national daily newspapers within one week after receipt of the decision of the FSC;

2. The amendments and supplements made to the investment policy of VPF Doverie, by notice in two national daily newspapers, and shall publish them on its website within 7 days after the amendment.

(3) **THE INSURED** that has acquired the right of pension under article 4 shall be entitled to receive from the **COMPANY**, upon request, information about:

1. the amount of the funds accumulated in their individual account;

2. the types of payments offered by **THE COMPANY**, the methods of recalculation and update thereof, the rights of the heirs and the estimated amount of the first payment and respectively the terms and the estimated amount of the deferred payment based on the information under item 1 and the pension calculation formula as determined by the actuary calculations of the VPF Doverie.

Art. 19. Hereby **THE COMPANY** explicitly notifies **THE INSURED** that depending on the gained profitability from investing the funds of VPF Doverie, the value of one pension unit shall increase or decrease, which will result in increase or decrease of the resources in their individual account, and that profitability or keeping the full amount of the contributed funds is not guaranteed to **THE INSURED**.

X. AMENDMENTS, SUPPLEMENTS AND TERMINATION OF THE CONTRACT.

Art. 20. (1) Any amendments and supplements hereunder shall be made by additional agreement in writing, signed by the parties hereto.

(2) Any statutory acts that have become effective after contract conclusion and containing mandatory provisions as to its content, as well as amendments and supplements to the Rules for which notification pursuant to art. 18, paragraph 2, item 1 has been made, shall become a part of the content of the contract without need to sign additional agreement thereto.

(3) The contract may not be terminated unilaterally by **THE COMPANY**.

(4) The contract shall be terminated in the following cases:

1. In case of death of **THE INSURED** – on the date of death;

2. When **THE INSURED**, pursuant to the terms and conditions of Ordinance № 3 of 24.09.2003 of the FSC and Chapter Eleven of the Rules, transfers all accumulated resources available in their individual account in VPF Doverie in a relevant fund managed by another pension insurance company - from the date of transfer of the resources to the account of the relevant fund managed by another pension insurance company;

3. Upon one-off payment of the whole accumulated amount in the individual account of **THE INSURED** – from the date of the one-off payment of the resources;

4. Upon conclusion of pension contract or contract for deferred payment of all accumulated resources under the individual account - from the date of conclusion of the pension contract or the contract for deferred payment.

XI. OTHER PROVISIONS

Art. 21. The provisions of the SIC, other regulatory acts, which govern issues related to supplementary pension insurance and the Rules shall apply to all unsettled matters herein.

This contract was made and signed in two counterparts, one for each party.

Bank account of VOLUNTARY PENSION FUND DOVERIE:

IBAN: BG04UBBS84231012266513, BIC: UBBSBGSF, Bank: UBB - Kniaginia Maria Louisa Branch Office

FOR THE COMPANY:

FOR THE INSURED:

.....
/ signature and seal /

.....
/ signature/

Name and family name:

Name and family name:

.....

(Of the officer executing the contract on behalf of THE COMPANY)

(of THE INSURED)

or

Full name according to ID documentsand official number

(of the insurance intermediary, respectively the authorized person of the insurance intermediary - legal entity that signed the contract on behalf of THE COMPANY)

DATA ABOUT THE INSURED: (Tick off by „X” as appropriate)

1. Are you presently insured in VPF Doverie?

NO

YES and my social insurance number is

2. The personal contributions will be transferred:

IN PERSON

BY THE SOCIAL INSURER

.....

Address:

EIK/ BULSTAT

3. Are you insured in General and/or Professional Pension Fund Doverie?

NO

YES and my social insurance number is