

### Retirement Settlements

The table below show when Hymans will run the monthly payroll for the corresponding pension payment dates. Please note, timescales for receiving your first pension payment will vary depending on the date Hymans receive your completed documentation and your leaver notification from Scottish Enterprise, as leavers are processed on a 4 weekly basis and pensions on a monthly basis.

For example, in order to set up regular pension payments to commence on 1 April 2025, Hymans need to receive all of your completed documentation and your leaver notification from Scottish Enterprise at least 2 working days before 18 March 2025. If the documentation is not received on time, the pension would be set up for 1 May 2025 and arrears paid. Further details on payroll cut off dates and pension payment dates are provided below.

Hymans Payroll Information	
Payroll Cut Off	Payment Date
17.01.2025	31.01.2025
14.02.2025	28.02.2025
18.03.2025	01.04.2025
15.04.2025	01.05.2025
15.05.2025	30.05.2025
17.06.2025	01.07.2025
18.07.2025	01.08.2025
15.08.2025	01.09.2025
17.09.2025	01.10.2025
17.10.2025	31.10.2025
17.11.2025	01.12.2025
18.12.2025*	01.01.2026*

\*Please note that the December payment is often paid earlier due to the festive period. The exact dates are not known until nearer the time.