

If you are a part-time or temporary employee of a participating employer* and have completed six months of continuous service, fill out this form to enrol in the TTC Pension Plan (TTCPP). Enter your information by typing it into the text boxes. Please ensure the information you provide is complete and accurate. To sign this form digitally, just click on the signature text box and follow the instructions. You can also print this form, fill it in by hand and mail it to us.

Section 1: Member Information

First Name	Last Name/Family Name	Employee or Pensioner No.
Address	Apartment, Suite, etc.	
City	Province	Postal Code
Telephone Number	Email	
Date of Hire (mm/dd/yyyy)	Pension Entry Date (for internal use only)	
	<input type="text"/>	

Section 2: Consent

I certify that the information I have provided in this form is true and accurate. I understand my membership in the TTC Pension Plan (TTCPP) is effective on the date this form is received by TTCPP and is governed by the TTCPP Bylaws. I understand that once I have joined TTCPP, my membership in TTCPP cannot be cancelled during my employment with participating employers.*

I acknowledge that the personal information that I provide in this form will be collected and used by TTCPP to administer my TTCPP benefits. I agree to receive electronic communications from TTCPP[†] about any changes to the Plan as well as general news, invitations and other information at my email address provided above. I understand these communications will not contain confidential information. I understand that if I do not wish to receive communications by email, I will notify TTCPP at membercare@ttcpp.ca.

Signature _____ Date (mm/dd/yyyy) _____

* The Toronto Transit Commission (TTC), the Amalgamated Transit Union (ATU) Local 113, or TTC Pension Plan (TTCPP).

† Toronto Transit Commission Pension Fund Society complies with the regulations set out in the *Pension Benefits Act*, which permits sending some information electronically with your consent.

Section 3: Send Us Your Completed Form

By Email

If you have digitally filled in the form, or filled it in by hand and scanned it, you can use email to send it.

1. Use the button below to send your email.
Your email should be addressed to membercare@ttcpp.ca, with the subject line “Plan Enrolment for a Part-time or Temporary Employee.”
2. Ensure your form is complete and accurate before attaching it to the email.
3. Send your email. You will receive a confirmation of receipt from TTCPP in the secure email account within 48 hours.

[Send email](#)

By Fax

Alternatively, you can fax your completed form to TTC Pension Plan at 416-338-0122.

By Mail

If you prefer, you can mail the form to the address below. Please ensure your application is complete and accurate before sealing the envelope.

TTC Pension Plan

2 Bloor Street East, Suite 1901
PO Box 79
Toronto, Ontario M4W 1A8

Frequently Asked Questions

How do I know if I should use this form?

Use this form if both of these statements apply:

- I am a part-time or temporary employee and have completed six months of continuous service with a participating employer*
- I want to be a TTCPP member

How do I know if I should not use this form?

Do not use this form if any of these statements apply:

- I am a regular full-time employee
- I am an employee who is over 71 years of age
- I am a retired TTCPP member

When will you start deductions from my pay to go towards my pension?

After we receive your completed *Plan Enrolment for a Part-time or Temporary Employee* form, the first deduction will occur from your pay in the next pay period.

What if I change my mind after sending you the *Plan Enrolment for a Part-time or Temporary Employee* form?

Please be certain of your decision before sending us the form. Once we've processed your request to enrol in TTCPP, your enrolment cannot be reversed.

Contact Us

If you have any questions or comments, please contact us using one of these methods:

Email

membercare@ttcpp.ca

Toll-Free Phone

1-800-663-6820

Fax

416-338-0122

Mail

TTC Pension Plan
2 Bloor Street East, Suite 1901
PO Box 79
Toronto, Ontario M4W 1A8

Website

ttcpp.ca

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