

You've been contributing money to a retirement fund every month.

When you leave, there are two things you need to do:

1. Notify the fund. This is a simple formality that requires you to:

- Complete the relevant sections of the "[10X Notification of Withdrawal](#)" form
- Sign the form
- Get the form signed by HR
- Submit it together with a clear copy of your ID (or passport if you're a foreign national)

2. Decide what you want to do with the money you've saved.

When you resign or if you are retrenched or dismissed, you will need to decide what to do with your retirement savings. You have a few options, which you can read about in more detail [here](#).

In terms of Regulation 38, when you leave your job, you will automatically become a paid-up member of the fund that you're invested in, until you instruct us to pay out or transfer your retirement savings. You will be able to find your 'paid-up' member certificate on the 10X member portal, [My10X](#).

Pros and Cons to the 10X default preservation strategy:

Pros:

- Your savings will keep growing and benefitting from compounding.
- When you preserve, your retirement savings aren't taxed.
- If you are invested in the "10X Default Glidepath strategy" you will pay the same fees you have been paying before. You will pay no upfront fee as a result of becoming a paid-up member.

Cons:

- You can't preserve a portion of your savings in fund. It's all or nothing.
- You also can't add additional savings into this fund later.

To consider:

- If you withdraw a some or all of your savings as cash, you are taxed.
- If you are currently invested in the [Default Investment Portfolio](#), you will pay the same investment fee that you did as a member of the fund. No initial once off charge will be levied in consequence of becoming a paid-up member.
- As a paid-up member, you remain invested in the same investment portfolio that you were invested in when you left your employer.

In future, if you need to access this money, then you may either:

- Retire from the fund when you reach retirement age
- Withdraw the full amount in cash (subject to the relevant tax table); or
- Transfer to another retirement fund.
- Withdraw a portion of the amount in cash and transfer the balance to another retirement fund