

Lump Sum Redundancy/Retirement Payments

If your parent(s)/guardian(s) received any lump sum payments in 2024 from his/her former employer as a result of being made redundant or retiring from employment, you must submit:

- All pages of Form RP50 Notification of Redundancy, **OR**
- A letter from your parent(s)/guardian(s)' last employer or body administering pension showing:
 - Date employment ceased.
 - Gross amount of lump sum received in the year ending December 31st 2024.
 - Number of years in that employment.
 - Gross annual pension.
- Sample documents and letters can be found on **www.accesscollege.ie/hear-supportingdocuments**.

This is a sample document. Please make sure that your letter is printed on the official letterhead of the organisation responsible for writing this letter for you

Lump Sum on Retirement

To be completed by HEAR Applicant

RE: _____
HEAR Applicant CAO Number

To be completed by Employer or Body Administering Pension

_____(NAME) ceased employment with this company on
_____dd/mm/yyyy.

Lump Sum Payment

The above received €_____ as a lump sum on retirement in the year ending
31 December 2024.

Number of Years in Employment

The above worked for _____ (Number of Years) in our employment.

Gross Annual Pension

The total gross annual pension for above is _____.

Signature of Employer/Body Administering Pension

Date

Company Stamp