



## Intent to Retire

### To be completed by employee and Human Resources

Contact your local HR department at least three months before you want to stop working.

#### Employment Information

|  |  |                 |
|--|--|-----------------|
| Last Name:   | First Name:  | Middle:         |
| Social Security Number:  | Date of Birth: (mmddyyyy)  | Payroll Number: |
| Current Mailing Address:   |  |                 |
| City:  | State:   | Zip Code:       |
| Phone Number:  | Personal Email Address:  |                 |
| Last Day Worked:   | Estimated Retirement Date:<br><i>(1st day of the month following your last day worked)</i> |                 |
| Current Marital Status:<br><input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Divorced | If divorced, date of divorce:  |                 |
| If married, Spouse's Last Name:  | Spouse's First Name:   | Middle:         |
| Social Security Number:  | Date of Birth: (mmddyyyy)  |                 |
| <i>If electing a non-spouse beneficiary for Joint and Survivor options, please complete the following:</i>           |  |                 |
| Beneficiary Last Name:   | Beneficiary First Name:  | Middle:         |
| Social Security Number:  | Date of Birth: (mmddyyyy)  |                 |

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Required - Human Resources to complete:

HR Name: (print) \_\_\_\_\_ Phone: \_\_\_\_\_

HR Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Please return to your local HR Representative

If you need additional information, call the Rio Tinto Pension Center toll-free at 1-866-857-6232. Rio Tinto Pension Center Representatives are available between 9 a.m. and 5 p.m., Central time, Monday through Friday, excluding holidays.