

**Local Government Pension Scheme
Declaration of Cohabiting Partner details for survivor's pension**

Form - NCP-I (Post April 2014)

Please read the explanatory notes on page 4 before completing this form.

If you wish to proceed, please provide details about yourself and your partner as requested below.

I. Your details

Forename(s)	
Surname	
Date of birth	
National Insurance number	
Home Address 1	
Home Address 2	
Home Address 3	
Home Address 4	
Postcode	
Email address	
Employer	
Employee Payroll Number	

2. Cohabiting partner's details

I declare that the person named below is to receive a cohabiting partner's pension under the Local Government Pension Scheme Regulations

Title (Mr, Mrs, Ms, Other)	
Forename(s)	
Surname	
Date of birth	
National Insurance number	
Home Address 1	
Home Address 2	
Home Address 3	
Home Address 4	
Post code	

You and your partner should now complete section 3 and return the form to:

Pensions, East F, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE

You can contact us by calling 0300 100 1022 or emailing pensions@eastsussex.gov.uk.

Please note: On your death, we will need to be satisfied that your relationship met the qualifying conditions for the payment of a cohabiting partner's pension.

3. Declaration

We confirm that for a continuous period of at least 2 years prior to the date of this declaration all the following applied:

- we have been free to marry each other or enter into a civil partnership with each other, and,
- we have lived together as if we were husband and wife or registered civil partners I, and
- neither of us have been living with someone else as if we were husband and wife or civil partners, and
- our financial affairs have been interdependent (or the nominated partner has been financially dependent upon the Scheme member).

Scheme member's signature	
Date	
Partner's signature	
Date	

Explanatory notes

Benefits payable on the death of a member of the Local Government Pension Scheme (LGPS) include pensions for children, for a surviving spouse or registered civil partner¹ and, (provided the scheme member paid into the LGPS on or after 1 April 2008), for a cohabiting partner.

You provide details of your cohabiting partner, of either opposite or same sex, by completing the declaration form and returning it to the address shown on the form.

Survivor benefits are based on service from 6 April 1988 only. Please contact the Pensions Team if you require further details.

In the event of your death all the following conditions must have applied to both you and your co-habiting partner for a continuous period of at least 2 years as at the date of your death.

- both you and your co-habiting partner are, and have been, free to marry each other or enter into a civil partnership with each other, and
- you and your co-habiting partner have been living together as if you were husband and wife, or civil partners, and
- neither you or your co-habiting partner have been living with someone else as if you/they were husband and wife or civil partners, and
- either your co-habiting partner is financially dependent on you, or you are financially interdependent on each other.

Your partner is financially dependent on you if you have the highest income. Financially interdependent means that you rely on your joint finances to support your standard of living. It does not mean that you need to be contributing equally. For example, if your partner's income is a more than yours, he or she may pay the mortgage and most of the bills, and you might pay for other financial commitments or household expenses.

On your death, a survivor's pension would be paid to your co-habiting partner if they satisfied us that the above conditions had been met for a continuous period of at least 2 years immediately prior to your death.

You and your co-habiting partner should be aware that on your death we will have to verify that the conditions for paying a survivor's pension have been satisfied. We may do this by, for example, asking for confirmation that you lived in a shared household with shared household spending, or your partner may be asked to demonstrate that you held a joint bank account or had a mortgage in joint names for the required qualifying period.

There would be a right of appeal if we decided not to pay a pension and your partner believed that he/she had entitlement.

Completing and returning a form is not essential but could assist the Council in the payment of a survivor's pension in the event of your death.

If you are married or are in a registered civil partnership do not complete a survivor's pension form for your husband, wife, or registered civil partner.

Remember to let us know in writing of any change in your circumstances which could affect your declaration.

¹ A civil partnership is a relationship between two people of the same sex ("civil partners") which is formed when they legally register as civil partners of each other.