

State Pension

● Your claim form

○ Remember –

The easy way to claim your State Pension is by phone

- Phone The Pension Service claim line on **0808 100 2658**. Lines are open from 9.00am to 5.00pm Monday to Friday (except public holidays). Calls from a BT landline will be free. Other service providers and mobile networks may charge.
- If you have speech or hearing difficulties, you can contact us using a text phone on **0808 100 2198**.

At the same time you can

- Apply for Pension Credit
- Claim Housing Benefit

Please read the Notes booklet before you fill in this form.

They will help you fill in the form.

Make sure you

- Answer all the questions on the form that apply to you and your husband, wife or civil partner.
- Read, sign and date the **Declaration at Part 11**
- Send the form back to us with any documents we may ask to see.

Part 1 About you

Please tell us your National Insurance (NI) number

You can find your NI Number on your NI number card, letters from social security or payslips.

Letters Numbers Letter

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If you do not know your NI number, have you ever had one or used one at any time?

No
Yes

Title

Mr/Mrs/Miss/Ms/Dr/Rev

Surname or family name

Other names, in full

All other surnames or family names you have been known by or are using now

Include maiden name, all former married names and all changes of family name.

Your permanent address

Postcode

Daytime phone number

If you have one

Code	Number
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What is this number?

Please tick.

Home Work Mobile Textphone

Date of Birth

Do you have a tax reference number?

You can find this on letters about tax from HM Revenue & Customs. Look for your tax reference number - not your tax code.

No
Yes Please tell us your number, if you know it.

Part 1 About you continued

Are you able to speak to us in English?

No

Yes

If the answer is **No**, please tell us the language you would like us to use when we speak to you.

Tick here to show if you want us to contact you about this claim in one of these ways.

If you choose one of these options, everytime we contact you about your application we will do it in that way, if we can.

You will need to let us know about this again if you contact us. Eventually you will not have to tell us more than once.

Braille

Type Relay

Large print

Audio

Sign Language

Induction Loop

Text phone

Code	Number
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Part 2 About your husband, wife or civil partner

What is your current marital or civil partnership status?

- Single
 Married or civil partner
 Divorced or civil partnership dissolved
 Marriage or civil partnership annulled
 Separated
 Widowed or surviving civil partner

Please go to Part 3

Tell us about your husband, wife or civil partner

Their surname or family name

Their other names

Their National Insurance (NI) number

Letters Numbers Letter

Their address, if different from yours

Postcode

Their date of birth

Date of marriage or civil partnership formation

The date they died, if you are widowed or a surviving civil partner

Date of divorce, annulment or civil partnership dissolution

Please send us your marriage or civil partnership certificate, certificate of annulment, certificate of civil partnership dissolution or decree absolute. In Scotland this is called a "decree of divorce".

Are you sending your marriage or civil partnership certificate with this form? No Yes

Are you sending your decree absolute, decree of divorce, certificate of annulment or civil partnership dissolution with this form? No Yes

For official use only

Husband's or civil partner's status before marriage or civil partnership Nature of evidence

Wife's or civil partner's status before marriage or civil partnership Verified by

Surname Certified by

Other surnames, e.g. maiden name Returned by

For official use only

I have read back to the customer the entries I made on this form based on the information they gave me. The customer agreed they were correct.

Interviewing officer's signature

Customer's signature

Date

Date of issue

Initial date of contact

Date of claim

Date of entitlement

Part 10 Pension Credit

Have you applied for Pension Credit?

Whilst completing your State Pension claim form, why not enquire about Pension Credit too?

Pension Credit is an entitlement that provides a top-up to a guaranteed minimum income for people who have reached the minimum qualifying age for Pension Credit and are living in N. Ireland. You may be eligible for Pension Credit even if you have saved for your retirement, own your own home, live with your family or are in receipt of other benefits.

It's easy to apply by phone, and it could mean you getting extra money each week.

Remember, Pension Credit is money you could be entitled to.

Call freephone 0808 100 6165 today.

Pension Credit also offers a face to face home visit service for people who may need additional help.

Part 11 Declaration

I **declare** that the information that I have given on this form is correct and complete so far as I know and believe

I **understand** that if I knowingly give false information that is incorrect or incomplete, I may be liable to prosecution or other action

I **understand** that I must promptly tell the office that pays my benefit of anything that may affect my entitlement to, or the amount of, that benefit

I **understand** that if I promptly fail to notify the Department of a change in circumstances, I may be liable to prosecution or other action

(Under Section 15 of the Social Security Fraud Act (NI) 2001, it is an offence to fail to notify a change in your circumstances promptly. Failure to tell us about a change in your circumstances promptly may result in action being taken against you)

This is my claim to State Pension.

Signature

Date

We will only acknowledge your claim if you are sending a:


- Marriage certificate
- Civil partnership certificate
- Certificate of annulment
- Certificate of civil partnership dissolution
- Decree absolute or
- Decree of divorce.

If you are not sending any certificates but would like an acknowledgement, please tick this box.

Now send this form and any documents to:

The Pension Service, Social Security Agency, PO Box 1121, Belfast, BT1 9GA

Part 3 When to claim your State Pension

 Please read Part 3 of the Notes booklet to help you fill in this part.

What date do you want to claim your State Pension from?

Do you intend to work for an employer after you have reached State Pension age?

No

Yes

Any money you earn will not affect your State Pension.

Once you have reached State Pension age you do not have to pay National Insurance (NI) contributions. We will send you a Certificate of Age Exception to give to your employer so they will not take NI contributions from your earnings.

Have you already put off getting your State Pension?

No

Yes

Part 4 How we pay you

I Please read Part 4 of the Notes booklet before you fill in this part.

About the account you want to use

Name of the account holder

Please write the name of the account holder exactly as it is shown on the chequebook or statement.

Full name of bank or building society

Sort code-

Please tell us all six numbers, for example 12-34-56.

 - -

Account number

Most account numbers are 8 numbers long. If your account number has fewer than 10 numbers, please fill in the numbers from the left.

Building Society roll or reference number

If you are using a building society account you may need to tell us a roll or reference number. This may be made up of letters and numbers, and may be up to 18 characters long. If you are not sure if the account has a roll or reference number, ask the building society.

You may get other benefits and entitlements we do not pay into an account. If you want us to pay them into the account above, please tick this box.

We normally pay your benefit every 4 weeks.

If you are only getting a small State Pension, the arrangements may be different. Please contact us for more information using our phone number shown on the front of this form.

Part 9 Other information

Use this space to tell us about anything else you think we might need to know.

You can continue on a separate piece of paper if you need to. If you continue on a separate piece of paper, make sure you

- Write your full name, address and NI number on it
- Sign and date it.

Part 8 About other benefits or entitlements

I Please read Part 8 of the Notes booklet before you fill in this part.

Have you, your husband, wife or civil partner ever claimed any of these benefits in England, Scotland, Wales, Northern Ireland or the Isle of Man?

Please tick to tell us which benefits were claimed and who claimed the benefit.

State Pension You
 Your husband, wife or civil partner

Graduated Retirement Benefit You
 Your husband, wife or civil partner

Widow's benefit You
 Your husband, wife or civil partner

Bereavement Benefits You
 Your husband, wife or civil partner

Are you or your husband, wife or civil partner getting or waiting to hear about any benefits or entitlements?
No Go to Part 9.
Yes Tell us about this below.

Benefit or entitlement 1

Name of the benefit or entitlement.

Who is getting or waiting to hear about this?
 You
 Your husband, wife or civil partner.

Reference number.
This is on letters about the benefit or entitlement.

Benefit or entitlement 2

Name of the benefit or entitlement.

Who is getting or waiting to hear about this?
 You
 Your husband, wife or civil partner.

Reference number.
This is on letters about the benefit or entitlement.

If you or your husband, wife or civil partner get more than 2 benefits or entitlements, tell us about them in Part 9.

Is anyone getting an increase of their social security benefit or entitlement for you?
No
Yes Which benefit or entitlements are they getting increased?

What is the reference number of the benefit or entitlement?
This is on letters about the benefit or entitlement

Have you received Child Benefit at any time since 1978?
No
Yes

Part 5 About any time you lived or worked outside the United Kingdom of the Isle of Man

Have you ever lived or worked outside the United Kingdom or the Isle of Man?
No Go to Part 6
Yes Tell us about this below

Country 1

Name of the country you lived or worked in.

Dates you lived or worked there.

From / / To / /

Did you pay into the social security scheme of the country?

Don't know

No

Yes What was your social security number?

What is your nationality?

Country 2

Name of the country you lived or worked in.

Dates you lived or worked there.

From / / To / /

Did you pay into the social security scheme of the country?

Don't know

No

Yes What was your social security number?

If you have lived or worked in more than 2 countries, tell us about them in Part 9.

Part 6 About your National Insurance (NI) Contributions

If you are a married woman or a widow

- Have you been self-employed at any time since 6 April 1978?
No
Yes
- Have you been paying reduced rate NI contributions?
No
Yes

Have you worked at all in the last two years before reaching State Pension age?
No Go to Part 7.
Yes

Did you pay NI contributions during this employment?
No Go to Part 7.
Yes Tell us about any employers you have had in this period.

Employer 1

Employer's name and address

If you know the wages are dealt with at a different address, please give us that address, including the postcode.

 Postcode

Payroll, staff or other reference number.

If you do not know it, tell us the job or department.

Date you started work for this employer

Date you stopped work for this employer

If you have stopped working for them

Employer 2

Employer's name and address.

If you know the wages are dealt with at a different address, please give us that address, including the postcode, if you know it.

 Postcode

Payroll, staff or other reference number.

If you do not know it, tell us the job or department.

Date you started work for this employer

Date you stopped work for this employer

If you have stopped working for them.

If you have had more than 2 employers, tell us about them in Part 9.

Part 7 About time in hospital

Have you been in hospital since you reached State Pension age, or the date you want to start receiving your State Pension from?

- No Go to Part 8.
Yes Tell us about this below.

Name of hospital

Address and postcode of hospital

 Postcode

Hospital phone number

 Code Number

Ward name or number

Date you went into hospital

Date you came out of hospital