



This is a POSTAL ONLY form. If you'd like to complete this form online, you can do so via the Knowledge Centre at [www.civilservicepensionscheme.org.uk/memberhub/knowledge-centre](http://www.civilservicepensionscheme.org.uk/memberhub/knowledge-centre)

## Partner details form

Please provide details of your partner and your relationship to help us consider their eligibility for a partner's pension in the event of your death.

Please complete this form in **black ink** and in **BLOCK CAPITALS** and return it to:  
**Civil Service Pensions, Capita Pension Solutions, PO Box 713, Darlington, DL1 9JZ.**

### Your personal details

Your name	<input type="text"/>
Your address	<input type="text"/>
Postcode	<input type="text"/>
Your employer	<input type="text"/>
National Insurance (NI) number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

### Please provide your contact details

Telephone number	<input type="text"/>
Email address	<input type="text"/>

## Your partner's details

<b>Their full name (including title)</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>Postcode</b>	<input type="text"/>
<b>Date of birth</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>Their National Insurance (NI) number</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## Your relationship

We confirm the following:

- We have lived together for  years.
- Our financial affairs are interdependent (or either one of us is financially dependent on the other).
- We have a committed relationship with each other and we intend to continue this indefinitely.
- We are mutually responsible for each other's welfare.
- We are not related in a way that will prevent either marriage or civil partnership.
- Neither of us is married to or in a civil partnership with anyone else.
- Neither of us is currently nominated as the partner of anyone else.
- We will inform the scheme administrators if our relationship comes to an end.
- We understand that benefits will not be paid unless the partner provides satisfactory information.

<b>Your signature</b>	<input type="text"/>
<b>Date</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**Partner signature****Date**

## Important information

- If you want your partner to receive any lump sum death benefits when you die, you must also complete a 'death benefit nomination form'. You will find this by searching 'member forms' on the forms page of the Civil Service Pension Scheme website.
- Remember to update your partner's details if or when their circumstances change.