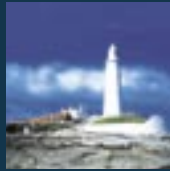
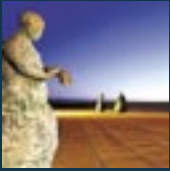


**Tyne and Wear Pension Fund**  
Administered by South Tyneside Council



# **Cohabiting Partner Nomination Form**

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 partner<sup>1</sup> and, provided the scheme member paid into the LGPS on or after 1 April 2008, for a nominated cohabiting partner.

## How do I make my nomination?

You can nominate a cohabiting partner, of either opposite or same sex, by completing the nomination form and returning it to the address shown on the form.

**However, to be able to make a nomination, all of the following conditions must have applied to both you and your nominated co-habiting partner for a continuous period of at least two years on the date you both sign the nomination form:**

- both you and your nominated 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 nominated co-habiting partner have been living together as if you were husband and wife, or civil partners, and

- neither you or your nominated co-habiting partner have been living with someone else as if you/they were husband and wife or civil partners, and
- either your nominated co-habiting partner is financially dependent on you or you are financially interdependent on each other.

A nomination is only valid if all of the above conditions have been met for a continuous period of at least two years on the date you sign the form.

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 doesn't mean that you need to be contributing equally. For example, if your partner's income is a lot more than yours, he or she may pay the mortgage and most of the bills, and you may pay for the weekly shopping.

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<sup>1</sup>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.

<sup>2</sup>A nomination ceases to have effect if-

(a) either you or your nominated partner gives us written notice to cancel the nomination, or

## What happens when I die?

On your death, a survivor's pension would be paid to your nominated co-habiting partner if:

- the nomination has effect<sup>2</sup> at the date of your death, and
- your nominated cohabiting partner satisfies us that the above conditions had also been met for a continuous period of at least two years immediately prior to your death.

You and your nominated 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 had a bank account or mortgage in joint names. There would be a right of appeal if we decide not to pay a pension and your partner believes that he/she has entitlement.

Completing and returning a form is important as we cannot pay a pension to a cohabiting partner if we do not have a valid nomination form.

**If you are married or are in a registered civil partnership do not complete a survivor's pension nomination form for your husband, wife or registered civil partner – they are automatically covered for a survivor benefit in the event of your death.**

**Remember to let us know of a change in your circumstances which could affect the nomination, or if you wish to cancel it.**

*(b) you make a subsequent valid nomination in favour of a new co-habiting partner, or*

*(c) either you or your nominated partner marries, forms a civil partnership or lives with a third person as if they were husband and wife or as if they were civil partners, or*

*(d) your nominated partner dies before you.*

# The Local Government Pension Scheme

## Nomination of Cohabiting Partner for Survivor's Pension

First read the notes opposite. If you wish to proceed, please use black ink and **BLOCK CAPITALS** to give details about yourself and your partner as requested below.

### YOUR DETAILS

Surname .....  
Forename(s) .....  
Date of birth ..... National Insurance No .....  
Home Address .....  
.....  
..... Post Code .....  
Employer .....

### NOMINATED PARTNER'S DETAILS

I nominate my partner named below to receive a nominated partner's pension under the Local Government Pension Scheme:

Surname ..... Title (Mr, Mrs, Ms, Other) .....  
Forename(s) .....  
Date of birth ..... National Insurance No .....  
Home Address .....  
.....  
..... Post Code.....

You and your nominated partner should also complete the declaration on the other side of this form. Then detach the form from the explanatory notes and return to:

The Tyne and Wear Pension Fund  
PO Box 143  
Hebburn, Tyne and Wear  
NE31 2WT

We will register the information and send you a letter confirming that this has been done.

# Declaration

**We confirm that for a continuous period of at least 2 years prior to the date of this declaration all of the following have 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<sup>1</sup>, 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 .....

Nominated partner’s signature.....

Date .....

**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**

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<sup>1</sup>*For these purposes, two people of the same sex are to be regarded as living together as if they were civil partners if they would be regarded as living together as husband and wife if they were not of the same sex.*

# How to contact us

Our information is available in other ways on request.

We can provide information in other languages, Braille or large print.

We also have access to audio aids and BSL interpreters.

There are a number of ways you can get in touch with us.

If you need any further information on the LGPS please contact us at:



The Pensions Office  
Tyne and Wear Pension Fund  
PO Box 143  
Hebburn NE31 2WT



Pensions Helpline  
Tel 0191 424 4141  
or 0845 625 4141



Fax 0191 424 4171



Email [pensions@twpf.info](mailto:pensions@twpf.info)



Web [www.twpf.info](http://www.twpf.info)

## Personal callers

You can visit us during office hours at the Civic Centre,  
Campbell Park Road, Hebburn, Tyne and Wear. NE31 2SW.

You don't need to make an appointment.

## Office hours

Monday to Thursday 8.30am to 5.00pm

Friday 8.30am to 4.30pm

Please quote your National Insurance Number  
and your Membership ID Number, so we can  
quickly trace your records.