

# Public Sector Pensions Authority TC1 Death Grant Nomination Form

Under the rules of the Teachers’ Superannuation Order 2011 (the Scheme) a lump sum death benefit may be payable if you die. You can use this form to nominate the person/s you want to receive any lump sum payable. Depending on your circumstances, you may wish to also nominate an unmarried partner to receive a survivor pension in the event of your death – please see the member guide for more information, or visit our website, [www.pspa.im](http://www.pspa.im), for a copy of our unmarried partner nomination form.

### What do I need to do?

- Complete this form with your personal details and the details of everyone who you want to nominate to be eligible to receive any lump sum benefits payable upon your death.
- Make sure that if you are nominating more than one person that each percentage share, when added together total 100%.
- Return your form to the address shown on the back page.

### Who can I Nominate?

You can nominate as many people as you like.

You can nominate:

- Any individual, including a child; and
- An incorporated/unincorporated body i.e. a ban, partnership, charity or solicitors.

### Part 1 – About Yourself

<b>Title (Mr/Mrs/Miss/Ms/etc)</b>	
<b>Full Name</b>	
<b>Address</b>	
<b>Member Number (if known)</b>	
<b>Date of Birth</b>	
<b>National Insurance Number</b>	

### Part 2 – Your Nominations

I, \_\_\_\_\_ (your name) nominate the following individual/s to receive, in the proportion/s shown, the death grant which may be payable under the Teachers’ Superannuation Order 2011. I revoke any previous nomination I have made for a person to receive such a death benefit.

**Nominee 1 Details**

<b>Full Name</b>	
<b>Address</b>	
<b>Date of Birth</b>	
<b>Relationship to member/reason for eligibility</b>	
<b>Share of death grant (%)</b>	_____ %

**Nominee 2 Details**

<b>Full Name</b>	
<b>Address</b>	
<b>Date of Birth</b>	
<b>Relationship to member/reason for eligibility</b>	
<b>Share of death grant (%)</b>	_____ %

**Nominee 3 Details**

<b>Full Name</b>	
<b>Address</b>	
<b>Date of Birth</b>	
<b>Relationship to member/reason for eligibility</b>	
<b>Share of death grant (%)</b>	_____ %

**Nominee 4 Details**

<b>Full Name</b>	
<b>Address</b>	
<b>Date of Birth</b>	
<b>Relationship to member/reason for eligibility</b>	
<b>Share of death grant (%)</b>	_____ %

If you wish to nominate more people, please use a copy of the above page or contact the PSPA for an additional form.

**Part 3 – Declaration**

By signing this form I confirm the information I have provided is correct and complete the best of my knowledge and belief. I hereby revoke any previous nominations. I understand this form will be retained by the PSPA for their records and I consent to the disclosure of information on this form for the purposes of verification and in compliance with GDPR.

<b>Signature</b>	
<b>Date</b>	

**Part 4 – Witness Declaration**

A witness must be a bank official, civil or public servant, doctor, solicitor, educator or otherwise member of the community of a professional standing. By signing below, the witness confirms they are not a relative or nominee and were present at the time the member signed above and understands the PSPA will retain this form for their records.

I certify that this declaration was signed on this day, in my presence, by the person who I believe to be the applicant.

<b>Full Name</b>	
<b>Address</b>	
<b>Telephone Number</b>	
<b>Witness Signature</b>	
<b>Date</b>	

**When completed, please return the application form to:** Public Sector Pensions Authority, 3<sup>rd</sup> Floor Prospect House, 27-29 Prospect Hill, Douglas, Isle of Man, IM1 1ET

**How we use your information:** The PSPA will use the information that you have provided on this form for administering your Scheme membership and processing payment of your pension benefits. We may share your information to administer and pay your pension, enable us to prevent and detect fraud and mistakes, or as required by law. For more information about whom we share your information with and how long we keep your personal data and your rights, please refer to our Privacy Notice on our website at [www.pspa.im](http://www.pspa.im)

**Where can I find more information?**

You can find more information using the resources on our website at [www.pspa.im](http://www.pspa.im)

### Death Grant Nomination Form – Guidance Notes for Members

- » To qualify for payment of lump sum death benefits you must, at the time of your death, have been a member of the Scheme and not have been in retirement for more than 5 years.
- » You should review your circumstances regularly and particularly following any significant change in your personal circumstances. Relevant changes may include marriage, divorce or separation. You can submit a new nomination by completing a Nomination for death grant form.
- » If you intend that only your spouse or civil partner receives the grant payable there is no need to complete this form. The Scheme provides for your spouse, civil partner and nominated partner, to otherwise automatically receive the death grant when there is no other nomination. If you are married or in a civil partnership and you separate, and you no longer wish for that person to receive your death grant you may wish to nominate someone to receive the death grant. This is because until you divorce or dissolve a partnership their entitlement remains unless a nomination is in effect.
- » If you subsequently marry, enter into a civil partnership it will not have the effect of revoking this nomination. You will need to revoke this nomination if you no longer wish your nominee to receive the death grant.
- » A nomination can be revoked at any time. If you wish to revoke your nomination, please notify us in writing. If you wish to change your nomination, you should complete another Nomination for death grant form. This will overrule any previous nominations.
- » Where you make multiple nominations you must indicate the percentage of the death grant that you wish each nominee to receive. The combined nominations must total 100%.
- » Where there is no valid nomination, spouse, civil partner or nominated partner the death grant will be paid to your personal representative named on Grant of Probate.
- » If your death grant nominee pre-deceases you, the designated proportion of the death grant will be paid to your spouse, civil partner, nominated partner or, if you are single, to your estate. Where the nominee dies after your death, but before payment is made, you must have told us what you want to happen to their share of your death grant, by completing the appropriate certificate which must be witnessed accordingly.
- » It is your responsibility to ensure that the nominee is acquainted with the terms of the nomination.
- » You should ensure that the PSPA or the executors of your will (if there are any) are advised of any change in your nominee's address. If the nominee is under 18 years of age, the lump sum will be paid to their legal guardian.