Public Service Pension Plan

pspp.pensionsbc.ca
Toll-free (Canada/U.S.): 1-800-665-3554
PO Box 9460, Victoria BC V8W 9V8

SPOUSAL DECLARATION

PERSON ID

INSTRUCTIONS

You must complete this form if you are applying for your pension or taking your benefit out of the plan. We cannot process payment of your pension benefit until we have received this form.

- You must complete and sign this form regardless of your marital status.
- This form must be signed no earlier than 90 days before your pension effective date.
- If your spousal relationship(s) changes after you submit this form, but before your retirement date, contact the Public Service Pension Plan, as you will need to complete a new *Spousal Declaration.*
- For more information about declaring your marital status at retirement, visit the plan website.
- Submit the form and any accompanying documents to the Public Service Pension Plan.

PART 1: PERSONAL INFORMATION

PLAN MEMBER LAST NAME	FIRST NAME		
PERMANENT MAILING ADDRESS *(include unit #, if applicable)*	CITY/TOWN	PROVINCE	POSTAL CODE

PART 2: CURRENT SPOUSAL DECLARATION

Definition of Spouse

Persons are spouses for the purposes of the *Pension Benefits Standards Act* on any date on which one of the following applies:

(a) they
  (i) are married to each other, and
  (ii) have not been living separate and apart from each other for a continuous period longer than 2 years;

(b) they have been living with each other in a marriage-like relationship for a period of at least 2 years immediately preceding the date.

EXPLANATORY NOTE: Circumstances where spouses live apart due to work commitments or as a result of illness means, for pension purposes, that they are not living separate and apart.

Declare your spousal relationship by selecting ***one*** below.

◯ I ***do not*** have a ***CURRENT*** spouse ◯ I ***do*** *have a* ***CURRENT*** *spouse*

CURRENT SPOUSE LAST NAME	CURRENT SPOUSE FIRST NAME	CURRENT SPOUSE DATE OF BIRTH YYYY-MM-DD

PART 3: FORMER SPOUSAL RELATIONSHIP DECLARATION

Explanation of former spouse entitlement

Your pension is a type of family property.

If you were married (or in a common-law relationship) while you were contributing to the pension plan, your spouse is legally entitled to a portion of your benefit. If you formally divorced or separated, you may have a legal agreement (separation agreement or registered court order) that describes how your pension benefits will be distributed. If you need more help determining whether you have a former spouse with entitlement, visit **pspp.pensionsbc.ca**.

If you have a former spouse with entitlement, your benefit payment options and amounts may be affected. Once we have received your documents, we will inform you of any changes.

Declare your former spousal relationship by selecting ***one*** below.

◯ I ***do not*** have a ***FORMER*** spouse who is entitled to a portion of my pension

◯ I ***do*** have a ***FORMER*** spouse who is entitled to a portion of my pension. If so, complete below:

If you and your former spouse have a separation agreement or court order that explains how your pension should be split, you must send a clear and complete copy to the plan. If you have more than one former spouse or more than one separation agreement or court order, send a copy of each document.

FORMER SPOUSE LAST NAME	FORMER SPOUSE FIRST NAME	FORMER SPOUSE DATE OF BIRTH YYYY-MM-DD

DOCUMENTS—SELECT ONE ◯ Copy of separation agreement or court order was submitted OR ◯ Copy of separation agreement or court order attached

PART 4: SIGNATURE

I declare that the information on this form is, to the best of my knowledge, true, complete and accurate. ***The provision of untrue, inaccurate or misleading information on this form may result in civil sanctions or criminal penalties, and may impact the payment of your pension.***

PLAN MEMBER SIGNATURE	DATE SIGNED YYYY-MM-DD

Freedom of Information and Protection of Privacy Act–The personal information on this form is collected under the authority of the *Public Sector Pension Plans Act* and will be used by the BC Pension Corporation to administer a plan member's pension and other non-pension benefits. If you have any questions about the collection and use of this information, contact the privacy officer at PO Box 9460, Victoria BC V8W 9V8 or by telephone at 250-387-1002.