



# Department of Social Security

HM Government of Gibraltar

Claim No.
Stamp and date of receipt

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## Claim form for Old Age Pension

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1. A claim for Old Age Pension may be made at any time not more than four months before you attain pensionable age.
2. The claim should be submitted within six months of the date you attain pensionable age, as any delays may result in loss of payment.
3. Please produce your birth certificate and ID card together with this form.
4. If claiming for an increase in respect of your spouse or civil partner you are required to produce your marriage certificate or civil partnership certificate and your spouse's or civil partner's birth certificate and ID card.
5. If you are divorced or your marriage has been annulled or your civil partnership has been dissolved and you are claiming for an Old Age Pension on your ex-spouse's or ex-civil partner's social insurance record, you are required to produce your decree absolute, certificate of annulment or civil partnership final dissolution order.
6. If claiming for an increase in respect of children, you are required to produce their birth certificates.
7. If any of the documents are not readily available, please do not delay in submitting your claim as this may result in loss of payment.
8. If you have worked abroad it is important that you fill in Part 4 as failure to do so may affect your pension entitlement.
9. If the person on whose social insurance record you are claiming has worked abroad it is important that you fill in Part 5 as failure to do so may affect your pension entitlement.
10. This form, when completed, must be returned without delay, to the Department of Social Security, 14 Governor's Parade, Gibraltar.
11. If any change of circumstances occur which may affect your entitlement to payments, you must notify the Department of Social Security immediately.

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Please note that if you are about to claim a pension you must declare if you are already in receipt of any other social security pension.

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## Part 1 : Particulars of claimant

Full name

Maiden name (if applicable)

Address

  
  
  

E-mail address

Daytime phone number

Date of birth

 

Place of birth

Nationality

Tax reference number

ID card number

Are you in receipt of any social security benefit payable in Gibraltar or any other EU country?

No

Yes

If you answered **Yes**, state which benefit and the amount of benefit you receive

## Part 1 : Particulars of claimant (continued)

What is your current marital or civil partnership status?

Single

Please go to **Part 3**.

Married or civil partner

Divorced or civil partnership dissolved

Marriage or civil partnership annulled

Separated

Widowed or surviving civil partner

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## Part 2 : Particulars of spouse or civil partner

Full name

Maiden name (if applicable)

Date of birth

Tax reference number

ID card number

Date of marriage or civil partnership

Date of divorce, annulment or civil partnership final dissolution (if applicable)

Have you (the claimant) remarried or entered into a further civil partnership or a civil partnership subsequent to your marriage?

No

Yes

Has your spouse or civil partner ever worked in Gibraltar?

No

Yes

## Part 2 : Particulars of spouse or civil partner(continued)

If spouse or civil partner is currently employed in Gibraltar, or any other country, please state earnings

Employer's name and address


Is your spouse or civil partner in receipt of any social security benefit payable in Gibraltar or any other EU country?

No

Yes

If you answered **Yes**, state which benefit and the amount of benefit

Spouse's or civil partner's address (if different from yours)


If you do not reside with your spouse or civil partner, do you contribute towards his/her maintenance?

No

Yes

### Part 3 : Claim for children

Please note that only children who are under the age limit should be included in this claim.

A child is under the age limit:

- Up to the age of fifteen and;
- For any further period following the fifteenth birthday but not beyond the nineteenth birthday while he or she is receiving full time instruction at any university, college, school, or other educational establishment.

Surname	Forenames	Date of birth	Relationship of child	Is child residing with you?
		/ /		
		/ /		
		/ /		
		/ /		

Has any other person applied for an increase of Old Age Pensions in respect of the children named above?

No

Yes

If you answered **Yes**, state the name of the person and his/her relationship to you

Name

Relationship

## Part 4 : Have you worked outside Gibraltar?

If at any time, you have worked in another EU country or Iceland, Liechtenstein, Norway or Switzerland, please complete questions below. We need this information because if you paid into the social security system in another EU country, it may count towards your old age pension. Please note that failure to give the correct information may affect your pension entitlement.

Have you ever worked outside Gibraltar?    No        Please go to **Part 6**  
Yes        Please tell us about this below.

### Country 1

Name of the country you worked in

Dates you worked there    From   

To   

Did you pay into the social security scheme of the country?    Don't know      
No      
Yes   

If you answered **Yes**, what was your social security number?

### Country 2

Name of the country you worked in

Dates you worked there    From   

To

## Part 4 : Have you worked outside Gibraltar? (continued)

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

Don't know

No

Yes

If you answered **Yes**, what was your social security number?

If you have worked in more than 2 EU countries tell us about this in Part 7

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## Part 5 : Has the person on whose insurance you are claiming an Old Age Pension worked outside Gibraltar?

If at any time, they worked in another EU country or Iceland, Liechtenstein, Norway or Switzerland, please complete questions below. We need this information because if they paid into the social security system in another EU country, it may count towards your old age pension. Please note that failure to give the correct information may affect your pension entitlement.

Did he/she ever work outside Gibraltar?

No  Please go to **Part 6**

Yes  Please tell us about this below.

### Country 1

Name of the country he/she worked in

Dates they worked there

From

To

Did he/she pay into the social security scheme of the country?

Don't know

No

Yes

**Part 5 : Has the person on whose insurance you are claiming an Old Age Pension worked outside Gibraltar? (Continued)**

If you answered **Yes**, what was his/her social security number?

**Country 2**

Name of the country he/she worked in

Dates they worked there

From

To

Did he/she pay into the social security scheme of the country?

Don't know

No

Yes

If you answered **Yes**, what was his/her social security number?

**If they have worked in more than 2 EU countries tell us about this in Part 7**



## Part 6 : Bank details

### 1. Bank account or building society account of claimant

Please provide details of the financial institution where you want your benefit payment to be made. You will find the account details on the chequebook, passbook or on the bank statements. If you do not have a bank account or building society account and you wish to have the benefit payment paid into someone else's bank account please go to **section 2** below.

Full name of bank or building society

Name of the account holder (The account must be in your name or held jointly)

Sort code

 -  - 

Account number

#### More information if it is a building society account

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 letter 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.

Building society account number

### 2. Bank details of third party

Bank account or building society account in which you have authorised payment of benefit to be made.

Please note that your benefit payment can be paid into someone else's account (third party). The account holder should be someone that you trust, usually a relative or close friend.

Please provide details of the third party account holder.

Full name of bank or building society

Name of the account holder

Sort code

 -  - 

Account number

Building society account number

## Part 7 : Other information

**Use this space to tell us 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 ID card number on it and attach it to this claim form; and
- Sign and date it.



## Part 8 : Declaration

I **declare** that all the statements on this form are true to the best of my knowledge and belief.

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

I **understand** that it is an offence to fail to notify the Department of Social Security of a change of circumstances promptly, and failure to do so may result in action being taken against me.

Signature

Date

The Department of Social Security should be informed if the claimant is unable to sign due to illness.

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## How we collect and use information

The Department of Social Security collects information for the purposes of dealing with social security benefits and other non-contributory benefits. The information we collect about you depends on the reason for your business with us, but we may use the information for any of these purposes.

We may check information about you with other information we have. We may get information about you from other people and certain other organisations. We may give information to certain other organisations, as the law allows, to:

- check the accuracy of information;
- prevent or detect crime;
- protect public funds in other ways; and
- use in research or statistics.

These other organisations include other government departments, local authorities, and private sector bodies such as banks and organisations that may lend you money. We will not give information about you to anyone outside our department unless the law allows us to.

The Department of Social Security is the data controller for the purposes of the Data Protection Act.

## Old Age Pensions

Pensionable age is 60 for a woman and 65 for a man. This pension is only payable to a person who has paid or been credited with enough social insurance contributions during their working life. In the case of a woman a working life is 20yrs to 60yrs and in the case of a man 20yrs to 65yrs.

The amount of pension received depends on the number of contributions paid.

In order for a man to obtain a full old age pension a total of 2250 social insurance contributions is required as opposed to 585 social insurance contributions for a minimum pension.

A woman requires a total of 2000 social insurance contributions to obtain a full pension and 520 social insurance contributions for a minimum pension.

The above information can be found at the following address:

<https://www.gibraltar.gov.gi/new/department-social-security> under 'Old Age Pension'