

## **Appendix 3h**

### **Police Pension Scheme**

#### **Nomination or revocation of lump sum death grant**

##### **IMPORTANT: Read these notes before you complete this form**

1. This form allows you to nominate a person to receive a lump sum death grant if you die in service. The amount of the grant is normally three times your annual pensionable earnings at the time of death (or immediately before any period of absence without pay).
2. This form applies only to members of the Police Pension Scheme 2006 and Police Pension Scheme 2015. If you are a member of the Police Pension Scheme 1987, and you die in service, the grant will be paid to your surviving spouse or civil partner (if you have one) or otherwise to your personal representative (normally your estate). Contact your pensions administrator if you are not sure which scheme you are in.
3. You may nominate anyone you like, including an organisation. You may also nominate as many people or organisations as you like. If you nominate more than one person or organisation, say what proportion of the grant (either a percentage or a fraction) you would like each to receive. If you do not give a proportion, we will divide the grant equally between the people or organisations you have named.
4. The form asks you to state any nominated person's relationship to you. You do not have to give this if you do not wish to, but it will help us deal sensitively with matters if you die.
5. A nomination will not be effective if at the time of your death you leave a surviving spouse, civil partner or unmarried partner who is entitled to benefits under the Scheme Regulations. In these circumstances, the grant will be paid to that person (refer to the relevant Members' Guide for more information about the lump sum death grant and about survivor benefits in general).
6. You may wish to consider changing your nomination if your personal circumstances change. It is your responsibility to keep it up to date, including the address of anyone you have nominated.
7. Your pensions administrator will acknowledge the nomination by returning a copy for you to keep. If you wish to revoke your nomination you must do so in writing. You should contact your pensions administrator for a new form.
8. Your nomination is not binding on the police authority. If for any reason we do not pay the grant to the person you have named, we will pay it to your personal representative.

***Now turn over***

**Please fill in this form in black ink and in BLOCK CAPITALS, and send it to your force's pensions administrator at the address shown below.**

#### About you

Your name	
Pay reference/Warrant number	
Address/Work location	
Postcode	
Daytime telephone number	

#### Your nomination

*I nominate the person or people named below to receive a lump sum death grant in the event of my death whilst in service, subject to the provisions of the Police Pensions Regulations 2006 / 2015. I understand that if I complete this nomination, it will replace any nomination I have made earlier.*

Person or people you wish to nominate and their relationship to you (see notes 3 and 4)	Their address or addresses	Proportion (see note 3)

Your signature

Date

**Please return the completed form to:**

**The Pensions Office  
City of London  
PO Box 270  
Guildhall  
London  
EC2P 2EJ**