

● Part 1 About you

Benefit you can get because of this claim can be paid more quickly if you

- answer all the questions on this form that apply to you and your spouse, if you have one
- send us all the documents we ask for.

If you cannot do this, get in touch with us, but benefit you can get because of this claim may be delayed.

We use *spouse* to mean your husband or wife.

Please tell us your National Insurance (NI) number

You can find your NI number on your NI numbercard, letters from social security or payslips.

If you do not know your NI number, have you ever had one or used one at any time?

Letters Numbers Letter

No ☒

Yes ☐

Surname or family name

All other names, in full

Title

Mr/Mrs/Miss/Ms

All other surnames or family names you have been known by or are using now. Please include maiden name, all former married names and all changes of family name.

Address

Daytime phone number

What is this number? Please tick.

Code	Number
------	--------

Home ☐ Work ☐ Mobile ☐ Fax ☐

Marital status

Single ☐ Married ☐ Widowed ☐

Divorced ☐ Marriage annulled ☐ Separated ☐

Part of the Department
for Work and Pensions

Retirement Pension

For official use only

GBU requested from DO

Form **BR1** 07/02

● **Part 1 About you** continued

Date of birth

Please send us your birth certificate

- if your date of birth is not on the front of the letter we sent you with this claim form, or
- if the date of birth on the letter is wrong.

We need to see the real certificate, not a photocopy.

If you prefer, you can take your birth certificate to your social security office. Take this form as well. They will sign this form to show that they have seen your certificate.

Are you sending your birth certificate with this form?

You must remember to send us all the documents we ask for. If you do not, benefit you can get because of this claim may be delayed.

No ☐

Yes ☐ We will send your birth certificate back to you as soon as we can.

Have you or your spouse ever claimed any of these benefits in England, Scotland, Wales, Northern Ireland or the Isle of Man?

- Retirement Pension
- Graduated Retirement Benefit
- Widow's Benefit
- Bereavement Benefit

No ☐

Yes ☐ Please tell us about this.

Which benefit was claimed?

Who claimed the benefit?

You ☐

Your spouse ☐

What is the National Insurance (NI) number of the person who claimed the benefit?

This is on letters about the benefit

Letters	Numbers	Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you have a tax reference number?

You can find this on letters about tax from the Inland Revenue. Look for your tax reference number – not your tax code.

No ☐

Yes ☐ Please tell us your number, if you know it.

Nature of evidence

and BF112 issued on

● Part 2 About your spouse, late spouse or ex-spouse

Are you married, widowed, separated, divorced or marriage annulled?

No ☐ Please go to Part 3.
Yes ☐

Please tell us about your spouse, late spouse or your ex-spouse.

Their surname

Their other names

Their National Insurance (NI) number

Letters	Numbers			Letter
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Their address, if it is different from your address

<input type="text"/>
<input type="text"/>
<input type="text"/>
Postcode

Their date of birth

Date of marriage

The date they died, if you are widowed

Date of divorce or annulment, if you are divorced or your marriage was annulled

If you are a woman, please send us your marriage certificate, certificate of annulment or decree absolute. In Scotland, this is called a decree of divorce. We need to see the real certificate, not a photocopy.

We will send your certificate back to you as soon as we can.

If you prefer, you can take your certificate to your social security office. Take this form as well. They will sign this form to show that they have seen your certificate.

You must remember to send us all the documents we ask for. If you do not, benefit you can get because of this claim may be delayed.

Are you sending your marriage certificate with this form?

No ☐
Yes ☐

Are you sending your decree absolute, decree of divorce or certificate of annulment, with this form?

No ☐
Yes ☐

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Husband's status before marriage

Details of wife immediately before marriage
Status

Surname

Other surnames

Nature of evidence

Verified by

Checked by

Marriage/divorce/annulment

and BF112 issued on

● Part 3 When to claim your Retirement Pension

You will normally get your money from the Retirement Pension payday on or after the date you claim from. This payday is a fixed day of the week when you get your money for that week.

If you are a man – your 65th birthday

You will be paid on a Monday unless

- you have a wife who is already getting Retirement Pension on a Thursday, and you want to get your money on that day as well
- you are getting Bereavement Benefit immediately before age 65. Your payday will stay a Tuesday

If you put off getting your Retirement Pension after you are 65, you may get extra money when you do get your Retirement Pension.

If you are a woman – your 60th birthday

If you are claiming Retirement Pension on your husband's NI contributions you cannot be entitled from a date earlier than his 65th birthday. Your husband must also have claimed his Retirement Pension. You will be paid on a Monday unless

- you are getting Widow's/Bereavement Benefit. Your payday will stay a Tuesday
- you have a husband who is getting Retirement Pension on a Thursday and you want to get your money on that day as well.

What date do you want to claim your Retirement Pension from?

Tick the box or insert the date, as appropriate

I understand that payment of Retirement Pension is subject to time limits and wish to claim my Retirement Pension from the earliest possible date. *Tick this box*

☐

I have read the notes above and wish to claim my Retirement Pension from. *Insert the date.*

/

/

Do you have a spouse who is getting their Retirement Pension paid on a Thursday?

No ☐

Yes ☐

You cannot get any Retirement Pension for any days before the date of your first payday.

Any money that you earn will not affect your Retirement Pension.

Notes

- Time limits: your Retirement Pension cannot be paid from a date more than 3 months before the date your claim is received.
- We can accept your claim if it is received no earlier than 4 months before the date you wish to get Retirement Pension, or the date you reach pensionable age whichever is the later.
- If you put off claiming your Retirement Pension from the date you are entitled, you can get extra pension called increments. These are worked out over the time you put off claiming your pension.
- To get increments you must put off claiming your Retirement Pension for at least 7 weeks. You will not get any Retirement Pension for the weeks you put it off for, but when you take your pension, the weekly amount will be higher.
- You can find out more about Retirement Pension in leaflet **NP46** *A guide to Retirement Pensions*. You can get this leaflet from any social security office.

Do you want your Retirement Pension paid on a Thursday as well? No ☐

But if you do so, it may mean losing some pension.

For example, if a man reached 65 on Friday 5 May 2000, his first payday would be Monday 8 May. But if he chose to be paid on a Thursday like his wife, his first payday would be Thursday 11 May.

Yes ☐

Yes ☐

● **Part 4 About National Insurance (NI) contributions**

Have you already put off getting your Retirement Pension? No ☐
Tick Yes, if you are a woman aged 61 or over, or Yes ☐ Please go to Part 5.
if you are a man aged 66 or over.

Are you a married woman or a widow? No ☐
Yes ☐ Have you been self-employed at any time since 6 April 1978? No ☐
Yes ☐

Have you been paying reduced rate NI contributions? No ☐
Yes ☐

Have you worked at all No ☐ Please go to Part 5.
● between your 58th birthday and your Yes ☐
60th birthday, if you are a woman
● between your 63rd birthday and your 65th birthday, if you are a man?

Did you pay these contributions through an employer? No ☐
Yes ☐ Please tell us about any employers you have had in this period.

Employer's name and address
If you know that pay is dealt with at a different address, please give us that address.

Employer 1	Employer 2
<div></div>	<div></div>
<div></div>	<div></div>
<div></div>	<div></div>
<div>Postcode</div>	<div>Postcode</div>

Payroll, staff or other reference number
If you do not know it, tell us the job or department.

<div></div>	<div></div>
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Date you started work for this employer

/ /

/ /

Date you stopped work, if appropriate

/ /

/ /

If you have had more than 2 employers, tell us about them in **Part 11**.

● **Part 5 About other benefits**

Are you or your spouse getting any of these benefits?

Tick **Yes** if you or your spouse are waiting to hear about a benefit.

- Jobseeker’s Allowance
- Job Release Allowance
- Income Support
- War Widow’s or Widower’s Pension
- Temporary Allowance for Widows
- Incapacity Benefit
- Severe Disablement Allowance
- Invalid Care Allowance
- Reduced Earnings Allowance
- Child Benefit
- Guardian’s Allowance
- Industrial Death Benefit
- Attendance Allowance
- Disability Living Allowance
- Disabled Person’s Tax Credit
- Unemployability Supplement
 - paid because of
 - a war disability due to service with HM Forces, or
 - an industrial accident or disease.

No ☐
Yes ☐ Please tell us about the benefits.

Benefit 1

Name of benefit

Who is getting this or waiting to hear about this? You ☐ Your spouse ☐

Reference number, if known
This is on letters about the benefit.

Benefit 2

Name of benefit

Who is getting this or waiting to hear about this? You ☐ Your spouse ☐

Reference number, if known

Benefit 3

Name of benefit

Who is getting this or waiting to hear about this? You ☐ Your spouse ☐

Reference number, if known

If you or your spouse get more than 3 benefits, tell us about them in **Part 11**.

Is anyone getting any money added on to their social security benefit for you?

No ☐
Yes ☐ Which benefit are they getting money added on to?

What is the reference number of the benefit?
This is on letters about the benefit.

● **Part 6 Living abroad or working abroad**

We need to know about any time that you have lived or worked outside the United Kingdom (UK). This is because if you paid into the social security system in another country, it may count towards your Retirement Pension.

The *United Kingdom* is England, Scotland, Wales and Northern Ireland.

Please tell us about any time that you lived or worked in

- a country outside the UK, or
- the Channel Islands, or
- Ireland.

But do not tell us about any time that you were overseas with HM Forces.

Have you ever lived or worked abroad?

If you have only lived or worked in England, Scotland, Wales, Northern Ireland or the Isle of Man, tick **No**.

No ☐ Please go to **Part 7**.

Yes ☐ Please tell us about when you lived or worked abroad.

Country 1

Country you lived or worked in

When you lived or worked there

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

Don't know ☐

No ☐

Yes ☐ What was your social security number?

Country 2

Don't know ☐

No ☐

Yes ☐ What was your social security number?

What is your nationality?

If you have worked in more than 2 countries, tell us about them in **Part 11**.

● Part 7 Time in hospital

We need to know if you are in hospital for any time when you are getting Retirement Pension. This is because the amount of pension that you can get is normally reduced if you are in hospital for more than 6 weeks.

If you are in hospital now
please tell us about the hospital.
If you have been in hospital at any time
since the date you want to start getting
your Retirement Pension from
please tell us about the hospital.
If you have been in hospital at
any other time
we do not need to know about the
hospital. Please go to Part 8.

Name of the hospital

Address of the hospital

Postcode

Date you went into hospital

/

/

Date you left hospital

if you are not in hospital at the
moment.

/

/

● Part 8 Claiming extra money added on to your Retirement Pension

Do you want to claim extra money?
No ☐
Yes ☐ Please tell us who you want to claim for.

- Your spouse

☐ You may be able to get extra money
 - if your wife is aged under 60, or
 - if your husband is aged under 65, or
 - whatever their age if they are not getting their own pension or certain other benefits.
- Children

☐ You may be able to get extra money for children who you or your spouse get Child Benefit for.
- Someone who looks after children for you

☐

If you have ticked that you want to claim extra money for someone, we will send you a form to fill in.

● Part 9 Where you want to be paid – you can choose

You can choose where you want your Retirement Pension to be paid.

We can arrange to pay your money straight into a bank or building society account. Or we can arrange for you to get your money at the post office, either by payment straight into a GIRO account or National Savings Bank account, or in cash by order book.

Please read these notes before you decide which option you want to choose.

The notes about payment straight into a bank or building society account, including GIRO and National Savings Bank accounts, are below.

The notes about payment at a post office are on **page 12**.

1 Payment straight into a bank or building society account

Getting your money paid in this way has many advantages. We recommend you get your money in this way because

- it is safe
- it saves trouble – you could continue to have regular bills paid direct
- it is convenient – money can be paid into most bank or building society accounts, including GIRO and National Savings Bank, and withdrawn from any convenient branch, or from a post office for a GIRO or National Savings Bank account
- it could be paid into an account where it will earn interest
- it is also less expensive for us to arrange, which saves taxpayers' money.

The account can be

- in your name, or
- in the name of your partner,
We use *partner* to mean a person you are married to or a person you live with as if you are married to them, or

- in the name of the person acting on your behalf, or
- in both the names of yourself and your partner, or
- in both the names of yourself and the person acting on your behalf.

You can choose to be paid every 4 weeks or every 13 weeks

If you choose to be paid every 4 weeks
the money will be paid into an account for you on the last bank working day in each 4-week period. Your first payment might cover a period of 2 to 5 weeks, but after this all payments will cover a 4-week period.

If you choose to be paid every 13 weeks
the money will be paid into an account for you on the last bank working day in each 13-week period. Your first payment might cover a period of 2 to 14 weeks, but after this all payments will cover a 13-week period.

Finding out how much is paid into the account

We will tell you when the first payment will be made, and how much it is for. After that, please check with your bank or building society to find out how much is paid into the account. Get in touch with the office that deals with your Retirement Pension if you think you have not been paid the right amount of money.

If not enough money has been paid into the account, we will make a special payment or we will add the money we owe you onto your next payment. We will write to tell you what we are going to do.

If too much money is paid into the account because of the way the credit transfer system works, you will have to pay the extra money back. For example, if you give us some information which means you are entitled to less money, but we do not have time to change the amount paid, you will have to pay back any money you are not entitled to.

● **Part 9 Where you want to be paid – you can choose** continued

1 **Payment straight into a bank or building society account – continued**

Getting your money paid in this way has many advantages and is the one we recommend.

Do you want your Retirement Pension paid straight into an account? No ☐ Please go to **2** *Payment at a post office on page 12.*
Yes ☐

Please tick what type of account it is.

☐ **Bank cheque or deposit account or building society cheque account – NOT a mortgage account**

Name of bank or building society

Branch name

Sorting code number

Account number

Type of account
deposit, current

☐ **GIRO account**

Account number

☐ **Building society savings account – NOT a cheque or mortgage account**

Name of building society

Account number

☐ **National Savings Bank investment account – NOT an ordinary account**

Account number

If you are only going to get a small pension, the arrangements may be different.
If you want any more information, get in touch with your social security office.

● **Part 9 Where you want to be paid – you can choose** continued

1 **Payment straight into a bank or building society account – continued**

Getting your money paid in this way has many advantages and is the one we recommend.

Please tick the following boxes if you require payment straight into a bank, building society, Giro or National Savings account.

Is this account

Please tick the appropriate box to show the account type selected.

- ☐ In your name
- ☐ In the name of your partner
We use partner to mean a person you are married to or a person you live with as if you are married to them.
- ☐ In the name of the person acting on your behalf
- ☐ In both the names of yourself and your partner
- ☐ In both the names of yourself and the person acting on your behalf.

What name or names is the account in?

If the account includes the name of someone acting on your behalf, you are confirming that they will use the money in the way you tell them to.

How often do you want the payments?

- ☐ Every 4 weeks
- ☐ Every 13 weeks

● Part 9 Where you want to be paid – you can choose continued

2 Payment at a post office

Payment straight into a GIRO account or National Savings Bank account

Getting your money paid in this way has many advantages and is the one we recommend.

Do you want your Retirement Pension paid straight into an account?

No ☐

Yes ☐ Please read the notes in **1** *Payment straight into a bank or building society account* on **page 9** and fill in the boxes on **pages 10** and **11**.

Payment in cash at a post office

Getting your money from a post office

We will send you an order book. You can get your money on your Retirement Pension payday from the post office that you tell us about.

You can go to a different post office twice, but after that you will have to fill in a form to change to another post office.

Do you want to be paid in cash at a post office?

No ☐ Please read the notes in **1** *Payment straight into a bank or building society account* on **page 9** and fill in the boxes on **pages 10** and **11**.

Yes ☐

● **Part 9 Where you want to be paid – you can choose** continued

2 **Payment at a post office – continued**

Please tell us the name and address of the post office where you want to get your money.
If you are not sure of the address, ask the post office to stamp the form here.
All social security benefits, allowances and pension payments must be collected from one post office.

Postcode

Do you want someone to go to the post office for you?

- No** ☐ Go to **Part 10** on page **14**.
Yes ☐ Please tell us about them.

We call the person who gets your money an agent.
They can get your money from the post office you have told us about above. Please make sure you tell us about someone you can trust.

Their full name

Mr/Mrs/Miss/Ms

Their address

Postcode

Their National Insurance (NI) number
We need this information so that the person you have named can collect your money for you.

Letters	Numbers	Letter
<div></div> <div></div>	<div></div> <div></div>	<div></div> <div></div> <div></div>

Their date of birth

	/		/	
--	---	--	---	--

Their daytime phone number

Code	Number
------	--------

What is this number?
Please tick.

- Home ☐ Work ☐ Mobile ☐ Fax ☐

● Part 9 Where you want to be paid – you can choose continued

If you want someone to go to the post office for you – continued

We need to know the name and address of the post office your agent normally uses. This does not have to be a different post office to the one you use, it can be the same post office.

But remember – your agent should normally collect your money from the post office **you** use. They can only collect your money from a different post office twice in any 20 week period.

Please tell us the name and address of the post office your agent uses. If you or your agent are not sure of the address, you can ask the post office to stamp the form here.

Please ask the person who you want to go to the post office for you to sign here

● Part 10 If you intend to do paid work

Do you intend to do any paid work for an employer after you are aged

- 60 if you are a woman
- 65 if you are a man?

Any money that you earn will not affect your Retirement Pension.

No ☐

Yes ☐

Remember, you do not have to pay National Insurance (NI) contributions.

We will send you form **CA4140** *Certificate of Age Exception* to give to your employer. The form tells your employer not to take NI contributions from your earnings.

● **Part 11 Other information**

Please use this space to tell us anything else you think we might need to know.

● **Part 12 Declaration**

I declare
that the information I have given on this form is correct and complete.

I declare
that, if I have said that I want my Retirement Pension paid into an account,
I have read and understood the notes about being paid in this way.

This is my claim for Retirement Pension.

Signature

Date

/

We will only acknowledge your claim if you are sending a birth, marriage,
divorce or annulment certificate with this form. If you are not sending any
certificates but would like an acknowledgement, please tick this box. ☐

For official use only

BF112 issued on

/

by

● Part 13 What to do now

1 Check that you have answered all the questions on this form that apply to you.

2 Check that you are sending us all the documents we have asked for.

These could be your birth certificate, your marriage certificate, your decree absolute, certificate of annulment, decree of divorce, or death certificate.

3 Check that you have signed this form.

4 Send this form and any documents to us.

Use the envelope we have sent you. It does not need a stamp, unless you live outside the UK.

If there is no address on the envelope send everything to your social security office. Their address is in the business numbers section of the phone book. Look under **Benefits Agency**. Or ask at your post office.

If you live outside the UK

remember to put a stamp on the envelope.

5 When to claim.

If you want to claim your Retirement Pension now, please send this form to us.

Benefit you can get because of this claim can be paid more quickly if you

- answer all the questions on this form that apply to you and your spouse, if you have one
- send us all the documents we ask for.

If you cannot do this, get in touch with us, but benefit you can get because of this claim may be delayed, or could result in a loss of benefit.

6 You can also get an electronic version of this form from our website. The address is www.dwp.gov.uk/claimforms

● Part 14 What happens next

We will write to tell you how much Retirement Pension you can get, and when it will be paid from.

If you are not entitled to Retirement Pension, we will tell you why.

● Part 15 How we collect and use information

The Department for Work and Pensions collects information for social security, child support, vaccine damage, employment and training purposes. The information we collect about you will depend on the nature of your business with us but may be used for any of the Department's purposes.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information about you from certain third parties, or give information to them, to check the accuracy of information, to prevent or detect crime, or to protect public funds in other ways, for research and statistical purposes, as permitted by law.

These third parties include other government departments, local authorities, and private sector bodies such as banks and organisations that may lend you money.

We will not disclose information about you to anyone outside the Department unless the law permits us to. The Department is the Data Controller for the purposes of the Data Protection Act. If you want to know more about what information we have about you, or the way we use your information, you can contact any of the Department's offices and ask for the leaflet **GL33 Data Protection Act 1998 – It affects you**. Or you can find a copy of the leaflet on our website. The address is www.dwp.gov.uk