

## BA Pension Schemes (APS/NAPS) REPORTING THE DEATH OF A PENSIONER

Please use this form to tell us about the death of a pensioner.

**Please send your completed form to:**

British Airways Pensions, PO Box 2074, Liverpool, L69 2YL  
Fax: 020 8538 2190 Email: [post.inbound@bapensions.com](mailto:post.inbound@bapensions.com)

You can click to fill in the form online before emailing or printing, or you can simply print the blank form and complete it by hand.

**Please enter our pensioner's details in the fields below**

Date of death (if known)	
Pensioner's full name	
Pension reference number <i>(this is usually 7-digits long. You can find this on any recent payslip or pension statement)</i>	
Date of birth	
Was our pensioner legally married?	Yes      No
If yes, please enter the name of the spouse	
If there is no surviving spouse, is there a <a href="#">Surviving Dependant</a> ? (if yes, please enter name)	
Are there any <a href="#">Dependent Children</a> under the age of 23? (if yes, please enter name(s))	

**Please enter your details in the fields below**

Your name	
Your relationship to the deceased	
Your contact telephone number	
Your address	
Who is dealing with the estate?	Me      Someone else
If someone else:  Name Relationship to the deceased Address	
Who should we write to?	Me      Spouse/partner      Person dealing with the estate

**What happens next?**

We'll write within three working days with details of any money due to the estate or owed by the estate. Please send an original or certified copy of the death certificate as soon as it is available.

**What is a Surviving Dependant?**

A surviving dependant is a person who, in the opinion of the Trustee, was financially interdependent with our pensioner (i.e. in a relationship closely resembling marriage), or substantially dependent on our pensioner at the date of death. This could be a common-law spouse or partner, or someone who is financially dependent on our pensioner for the everyday necessities of life. Where payment of the pension began after 1 July 2008, an adult child can only qualify as a surviving dependant if they are over the age of 23 and are physically or mentally impaired.

**Who qualifies as a Dependent Child?**

A Dependent Child may qualify for an allowance from the Scheme, up to the age of 16 or up to the age of 23, as long as they are in full-time education/vocational training (or in the case of a child who is seriously physically or mentally incapacitated, for as long as they are unable to earn a living up to the age of 23).