

The Pension that comes with your job

# Birth and marriage certificates

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## Help us to help you

The prompt payment of any benefit from the pension fund is dependent upon the verification of certain personal details. In order to avoid any unnecessary delay when benefits become payable, either to yourself or to your dependants, please enable us to verify the information now.

## The documents which we need to see

It appears from our records that we have not seen the following certificates:

- Your birth certificate
- \*Your spouse's birth certificate
- \*Marriage certificate
- \*Decree absolute
- \*Civil partnership certificate

*\* As applicable*

Please specify your partnership status: -

single / married / civil partnership / co-habiting partnership / divorced / widowed

## Where to take or send your certificates

Please bring or send your certificates to -

The Pensions Office  
County Hall  
Newport  
Isle of Wight  
PO30 1UD

Original certificates will be returned to you without delay. Photocopies are acceptable.

## Tell us if you can't find them!

If any applicable certificate is not available, please write and tell us or phone the pensions office on 823627 or 823781.