

About this form

Wives, husbands or civil partners of Her Majesty's forces who are on an accompanied assignment outside the UK need to use this form to apply for National Insurance credits when they are with their spouse or partner on such an assignment.

When to complete this form

You should not apply for National Insurance credits more than four months before the confirmed end date of your accompanied assignment outside the UK and no later than the end of the tax year after the end of the assignment.

Completing this form

Please complete the form using capital letters. Complete all questions that apply to you.

About you

Surname

First names

Title Mr/Mrs/Miss/Ms or other title

Date of birth DD MM YYYY

Date of marriage/registration of civil partnership DD MM YYYY

Contact address

Postcode

Will you be living at this address for the next six months?

Yes

No If No, give a new address where we can contact you

Postcode

Date when you will be at your new address DD MM YYYY

National Insurance number

If you don't have a UK NI number see note below

If you don't have a UK NI number you need to register for one before we can deal with your application for National Insurance credits.

Complete the rest of your application and send it to the address on page 2.

Department for Work and Pensions (DWP) will write to you to get the information they need to register you for a UK NI number.

Once you have a NI number, DWP will tell us and we will confirm your award of National Insurance credits.

Your period abroad

Give the start date you accompanied your spouse/civil partner on an assignment outside the UK.

You should enter the date that you either:

- left the UK, or
- relocated outside the UK.

The credits are only available from 6 April 2010, even if you were on an accompanied assignment outside the UK before that date DD MM YYYY

Give the end date you accompanied your spouse/civil partner on an assignment outside the UK.

You should enter the date that you either:

- return to the UK, or
- relocate to another accompanied assignment outside the UK.

If you have already moved, please enter the date on which you returned or relocated DD MM YYYY

Your spouse/civil partner's service number

Declaration

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

Date DD MM YYYY



The unit welfare officer to complete this page.

Statement by unit welfare officer

(Name of applicant)

was accompanying their husband/wife/civil partner, who is a member of Her Majesty's forces, on an assignment outside the UK.

I confirm that the dates given for the start and end of the assignment are consistent with the assignment record of the service person.

Signature of unit welfare officer

Name of unit welfare officer in capitals

Contact phone number or email address of unit welfare officer

Unit stamp

What to do next - unit welfare officer

Make sure that you have validated and signed page 2 of the form.

Give pages 1 and 2 back to the applicant and keep page 3 for your records.

What to do next - applicant

Check that you have answered all the questions that apply to you and signed the declaration.

Make sure page 2 of the form has also been validated and signed by your unit welfare officer.

If you need to apply for a NI number then return pages 1 and 2 of the form to:

Fastpath Section
Glasgow NDC
Portcullis House
21 India St
Glasgow
G2 4PH

If you already have a NI number then return pages 1 and 2 of the form to:

HM Revenue & Customs
National Insurance Contributions Office
Benton Park View
Longbenton
Newcastle upon Tyne
NE98 1ZZ

Don't send page 3 of the form to us. Your unit welfare officer should keep page 3 for their records.



Important

This page needs to be kept by the unit welfare officer and not sent to HMRC.

Applicant to complete after filling in page 1.

About the member of Her Majesty's forces

Surname

First names

Title Mr/Mrs/Miss/Ms or rank

Date of birth *DD MM YYYY*

National Insurance number

Overseas duty station

You need to complete a separate application at the end of each accompanied assignment. This is even if you have not:

- *moved from one country to another, or*
- *returned to the UK.*

Pass the whole form to the unit welfare officer who will complete page 2.