



We have many ways we can communicate with you

If you would like braille, British Sign Language, a hearing loop, translations, large print, audio or something else please call us on **0800 169 0310** or textphone **0800 169 0314** and tell us which you need.

Calls to 0800 numbers are free from landlines and mobiles.

Treating people fairly

We are committed to the Equality Act 2010 and treating people fairly. To find out more about this law, search 'Equality' on www.gov.uk

Your claim for Widowed Parent's Allowance

Answer all the questions on this form that apply to you or your late partner.

Please return the form as soon as possible or your benefit payments may be delayed.

Important information

Widowed Parent's Allowance (WPA) is taxable income, so you may need to pay tax on any WPA payments and back payments you get. If you Pay As You Earn (PAYE), you do not need to do anything, we will tell HMRC how much you get, including any back payments.

If you are a Self-Assessment (SA) customer, you should either declare WPA payments and WPA back payments on your Self-Assessment Tax Returns (SATRs), for each tax year, or write to HMRC to include the WPA back payments on your previous SATRs. For more information go to www.gov.uk/self-assessment-tax-returns/corrections

About you

Please fill in this form with BLACK INK and in CAPITALS.

<p>01 Your title For example, Mr, Mrs, Miss, Ms or other.</p>	<p>07 Your address in full Where you normally live</p>
<p>02 Surname or family name in full</p>	<p>Postcode</p>
<p>03 All other names in full</p>	<p>08 A phone number we can contact you on</p>
<p>04 All other surnames or family names you have used or have been known by Include maiden name, all former married or civil partnership names and all changes of family name. If you need more space, tell us at Question 36.</p>	<p>09 What was the date of your late partner's death? DD/MM/YYYY</p>
<p>05 Your National Insurance (NI) number You can get this from your National Insurance number card, letters about benefits, payslips or form P60.</p>	<p>10 Were you living at the same address as your late partner, as if you were married to them, when they died?</p> <p>No</p> <p>Yes</p> <p>What was your address when you lived together?</p>
<p>06 Your date of birth DD/MM/YYYY</p>	<p>Postcode</p>
	<p>11 How long had you lived together at the same address when your late partner died?</p>

12 Did any other adult live at the same address as you and your late partner when they died?

No

Yes

What was their relationship to you and your late partner?

What was their name?

What was their date of birth?

DD/MM/YYYY

18 Your late partner's date of birth

DD/MM/YYYY

19 Was your late partner getting a State Pension or any other benefits?

No

Yes

Tell us which benefit?

20 Was your late partner a member of HM Armed Forces when they died?

No

Yes

21 Was your late partner getting a War Pension when they died?

No

Yes

Please tell us their reference number. This is on any letters about their War Pension.

About your late partner

13 Your late partner's title

For example, Mr, Mrs, Miss, Ms or other.

14 Your late partner's surname or family name in full

15 Your late partner's other names in full

16 Your late partner's other surnames or family names they were known by

17 Your late partner's National Insurance number, if known

22 Do you think your late partner died because of an accident at work, or because of a disease or illness connected with their work?

If your late partner died because of an accident at work, or because of a disease or illness connected with their work, you may be entitled to a bereavement benefit even if they had not paid enough NI contributions. You can find out which diseases and illnesses you can claim for at www.gov.uk/industrial-injuries-disablement-benefit/further-information or by using the contact information given there to telephone or write for further information.

No

Yes

23 Did your late partner ever live or work outside the UK?

We need to know about any time that your late partner lived or worked outside the United Kingdom (UK). This is because if they paid into the social security scheme in another country, it may count towards your bereavement benefits. The United Kingdom is England, Scotland, Wales and Northern Ireland. Please tell us about any time that they lived in:

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

If they only ever lived in England, Scotland, Wales or Northern Ireland, tick **No**.

No Go to **Question 24**

Yes

If **Yes**, tell us about the time they spent outside the UK.

Country 1

Which country did they live in?

When did they live there?

From

To

Did they pay into the social security scheme of the country they lived in?

No

Yes

Do not know

What was their social security reference number?

Do not know

Country 2

Which country did they live in?

When did they live there?

From

To

Did they pay into the social security scheme of the country they lived in?

No

Yes

Do not know

What was their social security reference number?

Do not know

If they lived in more than 2 countries, tell us about this at **Question 36**.

24 Were you expecting a child when your late partner died?

No

Yes

What date was the baby born?

DD/MM/YYYY

25 Were you or your late partner entitled to Child Benefit when your late partner died?

If you or your late partner did not get Child Benefit because you fell into the High Income Child Benefit charge group, please tick **Yes** and provide details of your dependent children.

No

Yes

Please provide details of the children in your household when your late partner died.

1st child

Child's surname

Child's other names

Child's date of birth

DD/MM/YYYY

What relation are you to the child?

What relation was your late partner to the child?

If you are no longer receiving Child Benefit, please tell us when it stopped?

DD/MM/YYYY

2nd child

Child's surname

Child's other names

Child's date of birth

DD/MM/YYYY

What relation are you to the child?

What relation was your late partner to the child?

If you are no longer receiving Child Benefit, please tell us when it stopped

DD/MM/YYYY

3rd child

Child's surname

Child's other names

Child's date of birth

DD/MM/YYYY

What relation are you to the child?

What relation was your late partner to the child?

If you are no longer receiving Child Benefit, please tell us when it stopped
DD/MM/YYYY

4th child

Child's surname

Child's other names

Child's date of birth
DD/MM/YYYY

What relation are you to the child?

What relation was your late partner to the child?

If you are no longer receiving Child Benefit, please tell us when it stopped
DD/MM/YYYY

If a child is living with another person

26 Have any of the children listed in **Question 25** ever lived at a different address than you since your partner died?

No Go to **Question 29**

Yes

27 Did you maintain the child/children when they were not in your household?

No

Yes

If a child is in care

28 Have any children listed in **Question 25** ever been in care since your late partner died?

No Go to **Question 29**

Yes

Tell us the name of the child.

What is the address of the local authority?

Postcode

About other benefits

29 Have you ever claimed bereavement benefits or Widowed Parent's Allowance before?

Tick **Yes** also if you made a claim but you were turned down.

No

Yes

30 Did you get bereavement benefits or Widowed Parent's Allowance?

No

Yes

31 Since 2018, have you ever received any of the benefits listed below?

- Carer's Allowance
- Jobseeker's Allowance
- Employment Support Allowance
- Income Support
- Universal Credit.

No

Yes

Please tell us which benefits.

Name of benefit

Name of benefit

Name of benefit

Name of benefit

32 Since your late partner died, have you ever been married?

No

Yes

If **Yes**, please provide the person's name, date of birth and National Insurance number.

Their name

Their date of birth

DD/MM/YYYY

Their National Insurance number

When did you get married?

DD/MM/YYYY

Is the marriage ongoing?

No

When did it end?

DD/MM/YYYY

Yes

33 Since your late partner died, have you been in a civil partnership?

No

Yes

If **Yes**, please provide the person's name, date of birth and National Insurance number.

Their name

Their date of birth
DD/MM/YYYY

Their National Insurance number

When did you enter into a civil
partnership?
DD/MM/YYYY

Is the civil partnership ongoing?

No
When did it end?
DD/MM/YYYY

Yes

34 Since your late partner died, have you
ever lived with someone as if you were
married to them?

No

Yes

If **Yes**, please provide the person's
name, date of birth and National
Insurance number.

Their name

Their date of birth
DD/MM/YYYY

Their National Insurance number

When did you live with someone as
if you were married to them?
DD/MM/YYYY

Is the relationship ongoing?

No
When did it end?
DD/MM/YYYY

Yes

35 If you have answered Yes to Questions
32, 33, or 34, have you had any other
children since your late partner died?

No

Yes

Their name

Their date of birth
DD/MM/YYYY

Their name

Their date of birth
DD/MM/YYYY

More information

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

If there is not enough space, please use a separate sheet of paper. Make sure you put your full name and National Insurance (NI) number on each sheet of paper, and sign and date each sheet that you use.

How we pay you

You can choose how often you want us to pay your benefit.

37 How often do you want us to pay your benefit?

You can choose how often you want us to pay your benefit.

Every 2 weeks

Every 4 weeks

Every 13 weeks

We normally pay your money into an account.

We will tell you when we make the first payment and how much it will be for. We will tell you if the amount we pay into the account is going to change.

If we pay you too much money

We need to make sure you are getting the right amount of Widowed Parent's Allowance. The amount you get is based on the information you have provided. You have a responsibility to make sure all the information you give us is correct, complete and up to date.

If the information you provide is not correct, your payments may be wrong. If we do not pay you enough, we may owe you some money. If we pay you too much, you may have to pay that money back. You also risk being prosecuted or having to pay a financial penalty.

We will contact you before we take back any money.

What to do now

Tell us about the account you want to use. By giving us your account details you:

- agree that we will pay you into an account, and
- understand what we have told you above in the section **If we pay you too much money**.

Fill in the rest of this form.

About the account you want to use

You can use an account in your name, or a joint account.

You can use someone else's account if:

- the terms and conditions of their account allow this, and
- they agree to let you use their account, and
- you are sure they will use your money in the way you tell them.

You can use a credit union account. You must tell us the credit union's account details. Your credit union will be able to help you with this.

If you are an appointee or a legal representative acting on behalf of the claimant, the account should be in your name only.

Please tell us your account details.

It is very important you fill in all the boxes correctly, including the building society roll or reference number, if you have one. If you tell us the wrong account details your payment may be delayed or you may lose money.

38 Name of the account holder

This should be exactly as shown on your debit card or statement.

39 Name of the bank or building society

40 Sort code

Please tell us all 6 numbers, for example: 12-34-56.

— —

41 Account number

Most account numbers are 8 numbers long. If your account number has fewer than 10 numbers, please fill in the numbers from the left.

42 Building society roll or reference number

If you are using a building society account you may need to tell us a roll or reference number. This may be made up of letters and numbers, and may be up to 18 characters long. If you are not sure if the account has a roll or reference number, ask the building society.

Declaration

I declare that I am the surviving partner of the person named on **Page 3** of this form.

I understand that if I give false or incomplete information or fail to report all changes in my circumstances which may affect my entitlement promptly, I may be liable to prosecution or face a financial penalty.

I declare that I have read and understand the notes which came with this form and that I must telephone or write to the office that pays my benefit to report any change in my circumstances.

I declare that the information in my claim is complete and correct.

Signature

Date

DD/MM/YYYY

What to do now

Please read through this form again and check that you have answered all the questions that apply to you and your partner:

- check that you have signed this form
- send us your claim form as soon as possible.

Return this claim form to:

Dover Benefit Centre
Post Handling Site B
Wolverhampton
WV99 1LA.

You can contact the Dover Bereavement Benefits office on **0800 151 2012**. If you have speech or hearing difficulties, you can contact them using a textphone on **0800 169 0314**.

Calls to 0800 numbers are free from landlines or mobiles.

What happens next

If, as a surviving partner, you are entitled to Widowed Parent's Allowance, we will make payment into your account as soon as we can.

If you are not entitled to this benefit, we will write to tell you why.

How DWP collects and uses information

When we collect information about you, we may use it for any of our purposes.

These include:

- social security benefits and allowances
- child maintenance
- employment and training
- investigating and prosecuting tax credits offences
- private pensions policy and
- retirement planning.

We may get information about you from other parties for any of our purposes as the law allows to check the information you provide and improve our services. We may give information about you to other organisations as the law allows, for example to protect against crime.

To find out more about our purposes, how we use personal information for those purposes and your information rights, including how to request a copy of your information, please visit www.gov.uk/dwp/personal-information-charter