

Form 16

Division of Pension Benefits

NOTICE



Why complete this form?

Complete this form if the following statements are true:

- You are the administrator of a pension plan, locked-in retirement account (LIRA), life income fund (LIF), or life annuity.
- You have received from the spouse of a member or owner one of the following:
 - a request for information about a pension benefit, deferred pension, LIRA, LIF, or life annuity
 - a request to become a limited member of a pension plan
 - a request to transfer a share of the pension benefit
- The pension that gave rise to the benefits described above was earned by someone who worked in Nova Scotia for an organization that is regulated by the government of Nova Scotia.

Give this notice to the member or owner whose spouse has made the request.

Do not give this notice to the Department of Finance and Treasury Board, Pension Regulation Division.

It is an offence under the Criminal Code for anyone to knowingly make or use a false document with the intent that it be acted upon as genuine. This form is approved by the Superintendent of Pensions under the Pension Benefits Act.

Questions? Email pensionreg@novascotia.ca

How we define spouse, member, owner, and administrator

Spouse

- The person the member or owner is married to.
- The person the member or owner is married to, if the marriage hasn't been legally ended.
- The person the member or owner thought they were married to, if they are still living together.
- The person the member or owner thought they were married to, if they have lived together in the last 12 months.
- The person who is the member or owner's registered domestic partner under the Vital Statistics Act.
- The person the member or owner has been living with in a sexual relationship for at least one year, if neither of them are married to someone else.
- The person the member or owner has been living with in a sexual relationship for at least three years, even if one or both are them are married to someone else.

Member – the member, former member, or retired member of a pension plan.

Owner – the owner of a locked-in retirement account (LIRA), life income fund (LIF), or life annuity.

Administrator – the administrator of a pension plan, a financial institution that looks after a LIRA or LIF, or a life insurance company that looks after a life annuity.

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to a pension plan member or owner of a LIRA, LIF, or life annuity
from the administrator of a pension plan, LIRA, LIF, or life annuity

To:

Last name: _____

First name: _____ Middle name: _____

From:

Name of the administrator: _____

Address: _____

Postal code: _____ Phone number: _____

**BE ADVISED THAT**

Your spouse has notified us that the two of you do NOT live together and that you have no plans to do so in the future.

Your spouse has made the following request in relation to your pension benefit:

a request for information

OR

a request to become a limited member of the pension plan

OR

a request to transfer a share of the pension benefit

Your information

Address: _____

Postal code: _____ Phone number: _____

Identification number: _____

Date of birth (yyyy/mm/dd): _____

Information about your pension plan, LIRA, LIF, or life annuity

Name of pension plan: _____

Registration number: _____

Account number of LIRA, LIF or life annuity: _____

Signed on behalf of the administrator

Signature : _____ **Date (yyyy/mm/dd):** _____

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