

Form 18

Joint Declaration

Period of Spousal Relationship

► Why complete this form?

Complete this form if the following statements are true:

- You are a member of a pension plan or owner of a locked-in retirement account (LIRA), life income fund (LIF), or life annuity.
- You earned the pension entitlement while working in Nova Scotia for an organization that is regulated by the Province of Nova Scotia.
- You do NOT live with your spouse and you have no plans to do so in the future.
- You want to know what your spouse is entitled to receive as a share of the pension entitlement.

You may use this form to provide information to the administrator regarding your spousal relationship. The administrator needs this information to calculate the amount of the pension entitlement to which your spouse is entitled.

OR

You may provide the information in another format, but you must include the date on which your spousal relationship began and the date on which it ended.

1 ► Give information about the pension plan, LIRA, LIF, or life annuity

Name of plan: _____

Registration number: _____

LIRA or LIF account number or life annuity policy number: _____

Name of the administrator or financial institution: _____

Address: _____

Postal code: _____ Phone number: _____

2 ► Give your personal information

Last name: _____

First name: _____ Middle name: _____

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

3 ► Give information about your spouse

Last name: _____

First name: _____ Middle name: _____

4 ▶ Sign the confirmation and have your signatures witnessed

We declare that we became spouses according to the definition of “spouse” provided in this form on the following date: (yyyy/mm/dd) _____

We declare that we separated on the following date: (yyyy/mm/dd) _____

This declaration must be signed before a witness. Your witness

- must be at least 18 years of age
- must NOT be your spouse
- must see you sign the form
- must sign, print their name, and date this form immediately after seeing you sign and date this form

Member or owner: sign the declaration

Signature of member: _____	Date (yyyy/mm/dd): _____
Signature of witness: _____	Date (yyyy/mm/dd): _____

Give information about the witness

Last name: _____
First name: _____ Middle name: _____
Address: _____
Postal code: _____ Phone number: _____

Spouse: sign the declaration

Signature of spouse: _____	Date (yyyy/mm/dd): _____
Signature of witness: _____	Date (yyyy/mm/dd): _____

Give information about the witness

Last name: _____
First name: _____ Middle name: _____
Address: _____
Postal code: _____ Phone number: _____

5 ▶ Give this declaration to the administrator or financial institution that looks after your pension plan, LIRA, LIF, or life annuity.

Do not give this declaration 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.

Questions? Email pensionreg@novascotia.ca

How we define spouse, domestic contract, member, owner, pension entitlement, administrator, and financial institution

Spouse

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

Domestic contract

A domestic contract means

- a written agreement that provides for a division between spouses of a pension entitlement.
- a marriage contract as defined in the Matrimonial Property Act

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

Note: A person who had the right to some pension benefits earned by a spouse and is no longer in a relationship with that spouse is NOT considered a former member.

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

Pension entitlement – pension benefit, deferred pension, pension, LIRA, LIF, or life annuity.

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

Financial institution – a bank, a credit union, an insurance company, or any organization that invests money in financial assets