
Receiving benefits from a deceased member's Pension or Retirement Plan

A guide for beneficiaries



INTRODUCTION

This guide is designed to help you understand the process the trustees go through when appointing a beneficiary to a Pension or Retirement Plan following the passing of a member, as well as the available options.

If you have not yet notified us of the member's passing, please contact us, your financial adviser, or visit our website to download the [Death Notification Form](#). This form, along with a certified copy of the death certificate, must be submitted via email or secure mail/courier to begin the process.

If you need assistance, please call on +44 (0) 3333 078888 / +27 (0) 21 851 5584 or email us at enquiries@trustandpension.com.

Our sincere condolences if this loss affects you personally. We're here to support you through this process.

THE MEMBER AS BENEFICIARY VS. A NOMINATED BENEFICIARY

A member of a pension or retirement plan (the Plan) is the sole beneficiary while they are alive, meaning only they can benefit from the Plan.

However, during their lifetime, the member may nominate one or more individuals to receive any remaining funds from their Plan after their passing. These individuals, recorded by the trustees as 'Nominated Beneficiaries,' have no rights to the Plan or its assets until the member has passed away.

THE DEATH BENEFIT AND NOMINATED BENEFICIARY

Once we have been notified of a member's passing, we will reach out to the nominated beneficiaries. This step is crucial as it confirms that the nominated parties are alive and assists the trustees in considering each nominee for appointment as a beneficiary.

APPOINTMENT OF BENEFICIARIES AND PAYMENT OF DEATH BENEFIT

When considering the appointment of beneficiaries, the trustees place great importance on the wishes of the deceased, and in most cases, benefits are awarded in accordance with those wishes. However, there may be certain circumstances where this is not possible, such as a nominated beneficiary no longer being alive.

The trustees will carefully consider the deceased member's preferences regarding who should receive the benefits, the amount or allocation of funds, and how the payment should be made—whether directly to an individual or placed into a new plan or trust for the beneficiary.

It is important to note that a nominated beneficiary only becomes a beneficiary once the trustees have formally appointed them. The award they receive is limited to the amount determined by the trustees, usually with specific guidance from the deceased's nominations.

However, beneficiaries can put forward their own preference on how to receive the funds, which will be considered as part of the process, provided it does not undermine the intentions of the deceased member.

INFORMATION REQUIRED BY US

To process the death benefit, we require the following from each nominated party:

- A completed **Death Benefit Payment Form**.
- A certified copy of the nominated party's **proof of identity**.
- A certified copy of the nominated party's **bank account details** (if applicable).
- A certified copy of the nominated party's **proof of address**.

For details on how these documents need to be certified, please refer to the [Death Benefit Payment Form](#).

TIME TAKEN TO AWARD DEATH BENEFITS

The trustees aim to complete the process of awarding death benefits as quickly as possible, especially when a financially dependent person is awaiting funds. However, several factors can affect the timing of the awards.

The process may take longer if there are multiple nominated beneficiaries or if the deceased member's wishes are complex. All nominated beneficiaries must complete the necessary steps, and delays can occur if a beneficiary is difficult to locate or slow in providing the required information.

Other factors, such as illiquid assets that need to be divided or sold to generate cash, can also contribute to delays.

That said, when the situation is straightforward, assets are liquid, and the member's wishes are clear, death benefits are typically paid within six weeks of receiving formal notification of the member's death, a certified copy of the death certificate and fully completed Death benefit payment forms from the nominated beneficiaries.

OPTIONS FOR RECEIVING DEATH BENEFITS

As a nominated beneficiary, you can indicate your preference for receiving the death benefit should you be appointed. This indication is not binding but will assist the trustees in making a distribution, provided it does not undermine the wishes of the deceased member.

The available options are outlined in the [Death Benefit Payment Form](#).

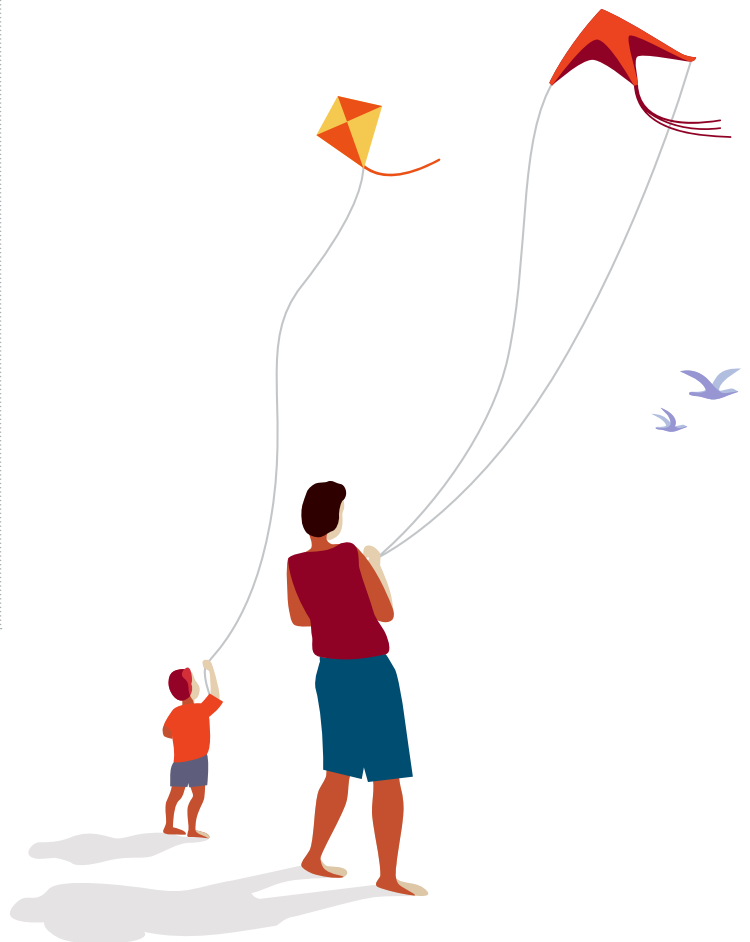
DEATH BENEFITS PAID TO A PENSION

If you are awarded a benefit and it is to be transferred into a Plan in your name (which we will set up for you), you will need to provide us with a completed Application Form along with a signed Fee Schedule. The Fee Schedule outlines the fees for establishing the new Pension or Trust, and these are separate from any costs related to closing the original Plan. All other necessary information should already have been submitted via the [Death Benefit Payment Form](#).

DEATH BENEFITS SETTLED INTO A TRUST

If you choose to have the death benefit settled into a new Trust (which we will establish on your behalf), you will need to provide the proposed name of the Trust and confirm who the beneficiaries will be.

In both cases, whether the benefit is paid into a Pension or a Trust, it is essential to consult your Financial Adviser. They can help ensure that all technical requirements are met, which will assist in speeding up the establishment of the new Plan or Trust.



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