

**DIVORCE OR DISSOLUTION OF A CIVIL PARTNERSHIP  
CONSENT FOR VALUATION & INFORMATION**

**Section 1 – Your personal details**

Surname		Title	
Forename(s)		Phone	
Address			
Date of birth	dd/mm/yyyy	National Insurance number	
Email			

**Section 2 – Your pension**

*Please tick all boxes that apply:*

I currently contribute to the Local Government Pension Scheme (LGPS)	
I have a deferred pension in the LGPS	
I am in receipt of a pension from the LGPS	

**Section 3 – Your solicitor**

Name of solicitor acting on your behalf	
Address	

*Please tick all boxes that apply:*

I authorise Derbyshire Pension Fund to provide my solicitor with details of my LGPS benefits upon their request	
I wish copies of correspondence sent to my solicitor to be sent to me	
Divorce, annulment or dissolution proceedings have formally commenced	

**Section 4 – Declaration**

<b>I am the Local Government Pension Scheme member named in Section 1, or someone legally authorised to act on their behalf*, and confirm the information on this form is correct.</b>			
Signature		Date	dd/mm/yyyy

*\*If you are acting on behalf of the member, please print your name below and enclose a copy of the authority or mandate, if not already submitted.*

Name of agent / appointee / deputy (if applicable)	
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Once completed, please return this from to: [pensiontransfers@derbyshire.gov.uk](mailto:pensiontransfers@derbyshire.gov.uk)  
or, Derbyshire Pension Fund, County Hall, Matlock DE4 3AH.

**If sending by email, you are responsible for the security of the personal data supplied on this form.**

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### Guidance

This form is for Local Government Pension Scheme (LGPS) members to provide Derbyshire Pension Fund with the authority to provide their solicitor, with the pensions information necessary for divorce, annulment or dissolution of a civil partnership.

This form is also a declaration that divorce, annulment, or dissolution of a civil partnership proceedings have commenced, as we will only produce a cash equivalent transfer value (CETV), in respect of these proceedings, if a petition has been filed with the court.

### Administrative charges

Procedure	Comments	Cost
First CETV of LGPS benefits in a 12-month period	Standard annual entitlement under Pension Schemes Act 1993 - provided within 3 months of relevant date	<b>Nil</b>
Provision of other information for completion of Form E (Financial Statement)	Certain information to be provided under Disclosure of Information Regulations	<b>Nil</b>
Second and subsequent CETV of LGPS benefits within 12 months of the initial valuation		<b>£150 + VAT</b> (£180 inc. 20% VAT)
Implementation of a pension sharing order including apportioning benefits, creating Pension Credit record for ex-spouse, or transferring a Pension Credit to another pension arrangement	Charge covers all administration from receipt of pension sharing order to completion of pension payments or transfer out	<b>£475 + VAT</b> (£570 inc. 20% VAT)

Payment should be enclosed with requests for actions that have a charge. However, Derbyshire Pension Fund will comply with the charging requirement specified by the court.

The following are payable in addition to the above:

- Costs arising from the request of specialist, actuarial, legal etc, advice.
- Costs imposed by the insurance company where a scheme member has an Additional Voluntary Contribution contract under the LGPS.

### Signing your form

You can sign this form in Microsoft Edge by selecting "Draw" on the toolbar. You can then save the form so it can be attached to an email.

If you are using another internet browser, download or save the form and then select "Fill & Sign" in Adobe Acrobat, or "Annotate" if using another PDF viewer. You can then add your signature.