

The Pensions Master
P.O. Box CY 397
Causeway
HARARE
Telephone: 703822-5/702821
Fax: 703167



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APPLICATION FOR PENSION BENEFITS (OWNRIGHT)

With reference to the award of pension to be made to me, I submit the following information to enable you to effect payment of my pension.

1. SURNAME (Block letters).....
2. FIRST NAME(S).....
3. DATE OF BIRTH
4. NATIONAL IDENTIFICATION NUMBER
5. SEX MALE FEMALE (Tick where applicable)
6. MINISTRY/DEPARTMENT/PROVINCE.....
.....
7. E.C. No./FORCE No.
8. DATE OF RETIREMENT
9. CONTACT CELL/PHONE NUMBERS (after retirement)
10. CONTACT ADDRESS (after retirement).....
.....
11. (i) MARITAL STATUS (Married/Single/Divorced/Widowed)
- (ii) If married, is the marriage:
 - (a) REGISTERED
 - (b) UNREGISTERED/CUSTOMARY
- (iii) If registered, indicate the type of marriage.

[CHAPTER 5:11] (Tick)

OR

African Marriages Act [CHAPTER 5:07] (Tick)

(Attach certified copy of the relevant marriage certificate)

Name(s) of Spouse(s)	National Identification Number	Home Address/Contact Phone	Spouse's Employer (Address and Phone) (Where applicable)

13 Children under 18 years (attach certified Birth Certificates)

Name of Child	National Identification Number	Date of Birth

14 Commutation

Do you require a lump sum? (1/3 is the maximum of a full pension).

Yes No (Tick)

15. TO BE COMPLETED BY HEAD OF MINISTRY/DEPARTMENT/PROVINCE/DISTRICT

HUMAN RESOURCES DEPARTMENT

I confirm that the information
(Full names)

submitted above is correct.

Designation

Signature

For: Head of Ministry/Department/Province/District

Date Stamp

Checklist of documents to be submitted

1. Copy of Ministerial Termination letter

Original Bank Account Details (Showing your Name and Account Number) and Bank Stamp

Certified copies of:

National Identity Card or Valid Passport

Marriage Certificate (where applicable)

Long Birth Certificates for Children under the age of 19

NB: Form should be completed without deletions or alterations and Commissioner of oath stamp should bear the physical address of the Commissioner.
Joint Accounts not acceptable.