

Norcross, Thornton-Cleveleys  
Lancashire, England, FY5 3WP  
Freephone: 0800 169 22 77  
Overseas: + 44 1253 866 043  
Textphone: 0800 169 34 58  
veterans.help@spva.gsi.gov.uk  
www.veterans-uk.info

If you contact us please quote:

Team      Room

Date

## Claim for Funeral Expenses

Thank you for your request for a funeral expenses claim form.

Funeral Expenses are only payable if the claim is made within 3 months of the date of the funeral and, where the war pensioner died prior to 12 April 2004, the funeral takes place in the U.K, Republic of Ireland, Channel Islands or Isle of Man.

Where the war pensioner died on or after 12 April 2004 funeral expenses can be paid where the funeral took place in the U.K or overseas.

### **This is not a notification of award**

If you think you may be entitled to funeral expenses please complete the **reply part** of this form.

Please read the questions carefully. Answer all the questions that apply to you. Write clearly using capital letters. If you do not know the answer write 'DO NOT KNOW'.

Remember to sign and date the **declaration** on page 6.

If you want to send us anything which you think may help your claim please do so. We will return these things to you, but we cannot pay back any money you have spent to get this information.

Remember to send us the death certificate, you can send us a copy if you want to. If you send the original we will send it back to you as soon as we can.

When you have completed the reply part please send it back to us as soon as you can. A prepaid envelope is enclosed.

This form is about,

Postcode

If you need any further help or information about War Pensions, please let us know.

### **How the Ministry of Defence collects and uses information**

Service Personnel and Veterans Agency (SPVA), as part of the Ministry of Defence (MoD), collects information for war pensions purposes. The information we collect about you will depend on the nature of your business with us. We may check information provided, or information about you which someone else has provided against other information we have. We do this, as allowed by law to:

- check the facts held;
- prevent or detect crime;
- protect public funds in other ways

The organisations we exchange information with include other government departments and local authorities.

We will not disclose information about you to anyone outside of SPVA unless the law permits us to.

The MoD is the Data Controller for the purposes of the Data Protection Act. If you want to know more about the information, please write to us quoting your National Insurance number.



**Part 2 - About the person who died**

Date of birth

/	/
---	---

Date of death

/	/
---	---

Address of their local Jobcentre Plus or social security office

Postcode

Doctor's name

--

Surgery's address

Postcode

Surgery's phone number

Code	Number
------	--------

Has this person had any hospital treatment in the past 5 years?

No

Yes

Tell us about any treatment below

Hospital name and address	In-patient (IP) or Out-patient (OP)	Admission date	Discharge date

### Part 3 - About the death

Please tell us below why you think death was caused by service in the forces or war injuries

### Part 4 - About the funeral

Do you know the date of the funeral?

No

Yes

What is the funeral date?

	/		/	
--	---	--	---	--

Has anyone made a claim from the Social Fund for this funeral?

No

Yes

What is their name and address?

Postcode

Who is paying the funeral costs?

Postcode

## ■ Declaration

I understand that

- the information provided will be used to process this claim.
- The Ministry of Defence may obtain and check information about this claim from a number of different sources and I agree that those sources may both give and receive any information needed so that this claim can be dealt with.

I also understand that the Ministry of Defence will give me a list of those sources if I ask them to do so, and that the information which it gets may be used for other purposes, but will only be given to other people as permitted by law.

I agree that

- the Ministry of Defence,
- any doctor advising the Ministry,
- any organisation which is contracted to provide medical services to the Ministry, or
- any doctor providing services to that organisation

may ask

- any doctor who has treated the deceased,
- any hospital or similar place where the deceased was treated,
- anyone else who gave the deceased treatment (such as a physiotherapist)

for any information which is needed to deal with this claim for Funeral Expenses and any request for this claim to be looked at again and that such information may be given to that doctor or organisation or to the Ministry.

I understand that the Ministry may use the information which it has now or may get in future to decide whether I am entitled to the Funeral Expenses I am claiming or any other pension, allowance or benefit I have claimed, or I may claim in the future.

I understand that if I give information that I know is incorrect or incomplete, action may be taken against me.

I declare that the information I have given on this form is, to the best of my knowledge and belief, correct and complete.

### **Remember**

You must sign this form yourself if you can - even if someone else has filled it in for you. If a representative who acts as Power of Attorney or Appointee for the claimant is signing this form, they must enclose evidence to show that they are the legal representative.

### **Signature**

**Date**