

☐ Death Pension ☐ Death Grant ☐ Funeral Expenses Allowance



- ▶ If you are applying for the Funeral Expenses, do not complete [table 3](#) and [table 4](#).
- ▶ Please read the information in [table 7](#) before completing the form.

1 Personal details of the deceased beneficiary

Full name

Social Security Identification Number

Birth date

 - -
year month day

Date of death

 - -
year month day

2 Personal details of the applicant

Full name

Social Security Identification Number

Birth date

 - -
year month day

Address

Locality

Postal Code

 -

Municipality

District

Country

Mobile Phone/Phone no.

Email

3 Other details concerning the applicant

3.1. Family relationship with the deceased beneficiary

- ☐ Spouse (husband/wife)/*de facto* partner
- ☐ Legally separated/divorced Are you entitled to alimony? ☐ Yes ☐ No
- ☐ Son/daughter
- ☐ Grandson/granddaughter, great-grandson/great-granddaughter or ascendant
- Were you dependent on the applicant at the time of his/her death? ☐ Yes ☐ No

- ▶ In the case of a child, grandchild or great-grandchild aged 18 or over, please indicate the education level he/she is attending:
- ☐ Secondary education ☐ Higher education

- ▶ Do you receive or have you applied for death benefits through another mandatory social protection scheme?
- E.g.: Civil Servants Pension Fund (Caixa Geral de Aposentações) or Foreign Body*
- ☐ Yes ☐ No

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Details of other persons entitled to death benefits, apart from the applicant

Full name	Social Security Identification no.	Birth date	Family relationship with the deceased beneficiary	Education level he/she is attending ¹		Was he/she dependent on the beneficiary? ²	
				Secondary education	Higher education	Yes	No
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐
		- -		☐	☐	☐	☐

¹ This column refers to the deceased beneficiary's children, grandchildren and great-grandchildren aged between 18 and 25 and attending secondary education.
² This column refers to the ascendants, grandchildren and great-grandchildren of the deceased beneficiary.

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Funeral Expenses Allowance

Please tick the option that corresponds to your request:

- ☐ Funeral
- ☐ Repatriation of mortal remains

Date

yearmonthday

Expenses amount

EUR

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Statements

- I am aware that:
- ▶ Social Security can consult my tax information to confirm the declared income.
Decreto-Lei n.º 92/2004, de 20 de abril
 - ▶ False statements are punished according to the law.

I undertake to return the amounts received after the beneficiary's death.

I declare that the information I have provided is complete and true.

Date

yearmonthday

Signature

Signature of the applicant or of another person on his/her behalf (signature of another person when the applicant cannot or does not know how to sign) according to a valid identification document.

Documents to submit

7.1. All benefits

► Deceased beneficiary

- ▷ Death certificate stating the cause of death.

► Applicant

- ▷ Valid ID document (Citizen Card, Identity Card or Passport).
- ▷ Form GDP 17/1 - Application for Death Benefits - Annex, in case the deceased beneficiary did not apply for Incapacity for Work due to an occupational disease, during his/her lifetime.

► Spouse, *de facto* partner, former spouse or legally separated spouse entitled to alimony

- ▷ Medical statement attesting that the person concerned has a physical or mental disability that affects his/her ability to work.

7.2. Death Pension and Death Grant

► All persons mentioned in tables 2 and 4

- ▷ Complete narrative birth Certificate.

► Children and other descendants aged between 18-25

- ▷ Copy of the Student Card or document attesting the respective enrolment in a secondary or higher education school or equivalent, as appropriate.

► Descendants without age limit

- ▷ Medical statement attesting the physical or mental disability, if the person concerned is not entitled to the Family Benefit for Children and Young People and the Disability Bonus or the Lifetime Monthly Allowance; **or**
- ▷ Statement issued by the paying authority of the Family Benefit for Children and Young People and the Disability Bonus or the Lifetime Monthly Allowance, if the person concerned is entitled to one of these benefits under another mandatory social protection scheme.

► Person who lived in a *de facto* relationship with the beneficiary

- ▷ Certificate of court sentence on the alimony action against the estate of the deceased beneficiary; **or**
- ▷ Certificate of recognition that the person concerned meets the conditions required for the granting of alimony.

► Ex-spouse and legally separated spouse

- ▷ Document proving that the deceased beneficiary was obliged to pay alimony (Certificate issued by the Court or Civil Registry Office).

7.3. Funeral Expenses Allowance

► Person who paid the funeral expenses

- ▷ Original receipt and detailed invoice attesting the payment of funeral expenses and repatriation of mortal remains, when applicable.

Bank account

The payment of all your current or future benefits/allowances or pensions will be made by bank transfer to the IBAN (International Bank Account Number) registered in the Social Security Information System. If you have not registered your IBAN yet or if you want to update it, you can do so:

- Through the Social Security Online Service (*Segurança Social Direta*) at www.seg-social.pt.
- At the Social Security Customer Information Services, by submitting the Application form MG 14 - IBAN Registration or Change (*Requerimento de Registo ou Alteração de IBAN*).

If the IBAN registered is incorrect or if you do not have an IBAN registered in the system, the payment of all your current or future benefits/allowances or pensions will be made using the payment method that is registered in the Social Security information system.

Forms

The forms are available on the Social Security Online Service (*Segurança Social Direta*) at www.seg-social.pt and in the Social Security Customer Information Services.

Where to submit the documents and time limits for the submission

The application and the required mandatory documents may be submitted through the Social Security Online Service (*Segurança Social Direta*) at www.seg-social.pt or sent by post to a Social Security Service. The time limits for the documents submission are:

- 5 (five) years as of the date of the beneficiary's death, in the case of application for the Death Pension or Death Grant.
- 1 (one) year as of the date on which the expense was incurred, in the case of application for the Funeral Expenses Allowance.

Notes

► Beginning of the Death Pension payment:

- ▷ In the month following the beneficiary's death, if the pension application is submitted within a period of 12 months after the date of death.
- ▷ In the month following the application submission date, if the pension application is submitted within a period of 12 months after the beneficiary's death.

Data protection



The collected data will be processed by the competent Social Security Services (*Instituto da Segurança Social, I.P.*, *Instituto da Segurança Social dos Açores, I.P.R.A.* and *Instituto de Segurança Social da Madeira, I.P.-RAM*) and will be kept for the period necessary to fulfil their intended purpose.

These Social Security services are committed to protecting your personal data and to fulfilling their obligations within the scope of data protection.

For further information on data protection, please consult the Social Security Online Service (*Segurança Social Direta*) at www.seg-social.pt.

To be completed by the Social Security services

I confirm that the signature of the ☐ **Applicant** ☐ **Person that signed on his/her behalf** is in accordance with the following identification document:

☐ Citizen Card ☐ Identity Card ☐ Passport ☐ Other

Number

Valid until

	-		-	
year		month		day

Signature and stamp