| **Cambridgeshire**Pension Fund | **Northamptonshire**Pension Fund |
| --- | --- |

 **Local Government Pension Scheme – update form**

Please fill in this form to let us know of any changes to your personal details and return either by:

* securely uploading it to your [online pension account](https://lgssmember.pensiondetails.co.uk/home/login/index2.html); or
* scanning and emailing it to pensions@westnorthants.gov.uk , it’s recommended that you password protect any documentation that has personal information if possible; or
* sending it to the address below:

Pensions Service

West Northamptonshire Council

One Angel Square

Angel Street

Northampton

NN1 1ED

**Section 1 – Personal details**

| **Question** | **Answer** |
| --- | --- |
| Surname |  |
| First names(s) |  |
| Title |  |
| Previous surname(s) |  |
| Date of birth |  |
| National insurance number |  |
| Address |  |
| Post code |  |
| Home email address |  |
| Home phone number |  |
| Mobile phone number |  |

**Section 2 – Partnership status**

| **Question** | **Answer Yes/No** |
| --- | --- |
| Single |  |
| Married |  |
| Registered civil partner |  |
| Cohabiting partner (unmarried) \* |  |
| Divorced |  |
| Widow/ Widower |  |

\* If you’ve selected Cohabiting Partner, you must have been an active member of the Local Government Pension Scheme on or after 1 April 2008.

**Section 3 – Authorisation**

| **Question** | **Answer** |
| --- | --- |
| Name |  |
| Signature (only needed if the form is returned by post or email) |  |
| Date |  |

The Cambridgeshire Pension Fund and Northamptonshire Pension Fund are a Data Controller under the General Data Protection Regulations. This means we store, hold and manage your personal data in line with statutory requirements to allow us to provide you with pension administration services. To allow us to carry out our statutory duty, we’re required to share your information with certain bodies, but will only do so in limited circumstances. For more information about how we hold your data, who we share it with and what rights you have to request information from the Fund, please visit:

[Cambridgeshire Pension Fund](https://pensions.cambridgeshire.gov.uk/governance/key-documents/cambridgeshire/)

[Northamptonshire Pension Fund](https://pensions.westnorthants.gov.uk/governance/key-documents/northamptonshire/)

This information can be made available in other languages and formats upon request like Braille, large print and audio cassette.