List of questions to ask your pension scheme for divorce purposes

For a ***Defined Benefit Scheme*** ask:

I am in the process of a divorce and require information regarding my pensions for consideration as part of the financial settlement. Please advise:

1. Which Section of the scheme I am a member of,
2. Cash Equivalent Transfer Value (CETV),
3. Fees for providing a new CETV within 12 months of the last,
4. Promised benefits at Date of Leaving (DOL) or calculation of Transfer Value,
5. Detailing the split of benefits in accord with the scheme rules,
6. Normal Retirement Age, Earliest Retirement Age, Latest Retirement Age
7. Revaluation due between (DOL) and Normal Retirement Age
8. Indexation payable on Pensions in Payment
9. Early Retirement, Late Retirement and Commutation Factors,
10. Date of Joining Service, Date of Leaving Service
11. Death benefits due to my spouse/dependants and children,
12. Whether my ex-spouse can become a Pension Credit Member or must take an external transfer,
13. Fees, charges, and documentary requirements to implement a Pension Sharing Order.

I look forward to receiving this information as soon as possible.

For a ***Defined Contribution Scheme or Plan*** ask:

I am in the process of a divorce and require information regarding my pensions for consideration as part of the financial settlement. Please advise:

1. Current value, transfer value, death benefits value
2. Explanation of any differences between these figures e.g., fees, charges, Terminal Bonus, Market Value Adjustment, Return of Contribution as against Return of Fund
3. Normal or Selected Retirement Age
4. Projected benefits due at Normal or Selected Retirement Age,
5. Earliest and latest age at which benefits can be taken,
6. Please also answer the following or confirm not applicable if not relevant:
    a) Details of deductions applied if benefits are taken early i.e., before then,
    b) Changes to plan benefits at the Selected or Normal Retirement Age, increments if benefits are taken later i.e., after Normal Retirement Age
    c) Details of any With Profits Bonuses i.e., rates paid in recent years, guaranteed returns, Terminal, or Final bonuses and the like,

    d) Full information regarding any Guaranteed Annuity Rates, ages applicable, rates and annuity format etc.

7. Fees, charges, and requirements to implement a Pension Sharing Order

I look forward to receiving this information as soon as possible.

For a ***Pension in Payment*** ask:

I am in the process of a divorce and require information regarding my pensions for consideration as part of the financial settlement. Please advise:

1. Cash Equivalent Transfer Value for divorce purposes
2. If this is an annuity,
    a) the original purchase price and source of funds,
    b) Start date of the annuity and initial pension paid,
    c) The Tax Free Cash taken at outset,
    d) Rate of indexation paid on pension and date month and year last increase was applied,
    e) Current spouse's/Dependant's pensions basis and amounts,
    f) Details of the guarantee or minimum payment period, when that finishes and how any pension instalments due would be paid in the event of my death,
    g) Details of any Capital Protection or other additional death benefits,
3. If this pension arose from a Defined benefits Scheme:
    a) Pension and Tax Free Cash drawn and date of retirement. Details of any pension commuted in exchange for Tax Free Cash, including Commutation Factor,
    b) Original Normal Retirement Age and whether benefits were taken when due or on ill health, redundancy, early retirement, or late retirement,
    c) Rate of indexation paid on pension and date month and year last increase was applied,
    d) Current spouse's/Dependant's pensions basis and amounts,
    e) Details of any children's pensions,
    f) Details of the guarantee or minimum payment period, when that finishes and how any pension instalments due would be paid in the event of my death,
    g) Date I joined and left the scheme,
4. Current rate of pension and split between benefit types e.g., GMP, Pre '97, Post '97, Post 2006 etc.
5. Fees, charges, and requirements to implement a Pension Sharing Order

I look forward to receiving this information as soon as possible.