Application form for
Invalidity Pension

You need a Personal Public Service Number (PPS Number) before you apply.

How to complete this application form.

• Please tear off this page and use as a guide to filling in this form.

• Please answer all questions. Incomplete forms will be returned and this may delay your application.

• Please use BLACK ball point pen.

• Please use BLOCK LETTERS and place an X in the relevant boxes.

If you do not have a spouse, civil partner or cohabitant:

Please fill in Parts 1 to 4 and Part 7 as they apply to you. When the form is completed, read Part 8 and sign declaration in Part 1.

If you have a spouse, civil partner or cohabitant:

Please fill in Parts 1 to 7 as they apply to you. You must complete Part 6 fully if you wish to claim an increase for your spouse, civil partner or cohabitant or if you wish to claim an increase for a qualified child. When the form is completed, read Part 8 and sign declaration in Part 1.

Your spouse, civil partner or cohabitant must also sign the declaration in Part 1 if you are claiming an increase for them and/or your child(ren).

If you need any help to complete this form, please contact your local Intreo Centre, Social Welfare Office, Citizens Information Centre or Invalidity Pension Section.

Telephone: (043) 334 0000 or 0818 92 77 70

If you are calling from outside of Ireland please call + 353 43 334 0000

For more information, log on to www.gov.ie
How to fill this form

To help us in processing your application:

- Print letters and numbers clearly.
- Use one box for each character (letter or number).

Please see example below.

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<td>1. Your PPS Number:</td>
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<td>2. Title: (insert an ‘X’ or specify)</td>
<td>Mr.</td>
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<td>5. Your first name(s) as appears on your birth certificate:</td>
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<td>6. Birth surname:</td>
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<td>8. Your mother’s birth surname:</td>
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Contact Details

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## Part 1
### Your own details

1. Your PPS Number: 

2. Title: (insert an ‘X’ or specify)  
   - Mr. 
   - Mrs. 
   - Ms. 
   - Other 

3. Surname: 

4. First name(s): 

5. Your first name(s) as appears on your birth certificate: 

6. Birth surname: 

7. Your date of birth:  
   - D D 
   - M M 
   - Y Y Y Y 

8. Your mother’s birth surname: 

### Contact Details

9. Your address:  

10. Your telephone number:  
   - MOBILE 
   - LANDLINE 

11. Your email address: 

### Declaration

I/We declare that the information given by me/us on this form is truthful and complete. I/We understand that if any of the information I/We provide is untrue or misleading or if I/We fail to disclose any relevant information, that I/We will be required to repay any payment I/We receive from the department and that I/We may be prosecuted. I/We undertake to immediately advise the department of any change in my/our circumstances which may affect my/our continued entitlement.

Date:  
   - D D 
   - M M 
   - Y Y Y Y 

Signature (not block letters)  

Date:  
   - D D 
   - M M 
   - Y Y Y Y 

Signature from your spouse or civil partner or cohabitant (not block letters)  

Warning: If you make a false statement or withhold information, you may be prosecuted leading to a fine, a prison term or both.
Part 1 continued

Your own details

12. Are you?  
☐ Single  ☐ Cohabiting  
☐ Married  ☐ In a Civil Partnership  
☐ Separated  ☐ A surviving Civil Partner  
☐ Divorced  ☐ A former Civil Partner  
☐ Widowed  (you were in a Civil Partnership that has since been dissolved)

13. If you are married, in a civil partnership or cohabiting, from what date?

D  D  M  M  Y  Y  Y  Y

14. What country were you born in?

15. Do you live on an island off the coast of Ireland?  
☐ Yes  ☐ No  
If Yes, please state:
Name of this island:
Date you started living on the island:
D  D  M  M  Y  Y  Y  Y

For more information and a list of islands, log on to www.gov.ie.

16. What is your illness or incapacity?

17. What date did this illness or incapacity start?

D  D  M  M  Y  Y  Y  Y

Part 2

Your work and claim details

18. Are you employed at present?  
☐ Yes  ☐ No  
If Yes, please state:
Employer’s name:
Employer’s address:
County  Post Code
Type of work:
19. Are you or have you been self-employed?

☐ Yes  ☐ No

If Yes, please state:

Type of work you do/did: 

Registered number of business:

Dates of self-employment: From: 

To: 

D D M M Y Y Y Y

Net yearly earnings: € [fill in amount] a year

This is the money you have made from self-employment after deducting operating expenses.

20. Where did you last work?

Employer’s name:

Employer’s address:

County Post Code

Job title:

Dates you worked there: From: 

To: 

D D M M Y Y Y Y

If you left employment within the last year you must send in a letter from your last employer, confirming the last date you worked OR a P45 if you have ceased employment.

Are you related to this employer?  ☐ Yes  ☐ No

If Yes, please state:

How are you related:

21. Are you getting any payment from this department or the Health Service Executive (including Supplementary Welfare Allowance)?

☐ Yes  ☐ No

If Yes, please state:

Name of payment:

Amount: € [fill in amount] a week
22. If you are not getting a payment, are you signing for ‘credits’, or are you sending in medical certificates for ‘credits’?

☐ Yes  ☐ No

‘Credits’ are special contributions, similar to PRSI contributions, that the department may give to people claiming certain social welfare payments. These ‘credits’ help to protect entitlements to benefits and pensions in the future.

If Yes, please continue to do so until you receive further notice.

23. Are you getting a social security payment from another country?

☐ Yes  ☐ No

If Yes, please state:

Name of country:

Your claim or reference number:

Amount: € __________.________ a week

Please attach the most recent payslip or letter from the Social Security Agency confirming the above amount.

24. Are you getting any other pension (private or occupational) from Ireland or from another country?

☐ Yes  ☐ No

If Yes, please state:

Who pays this pension:

Your claim or reference number:

Amount: € __________.________ a week

Please attach the most recent payslip or letter from the people who pay you confirming the above amount.
25. Are you taking part in any of the following courses or schemes, insert an X in the box as it applies to you and give the date you started if you insert an X in the Yes box.

<table>
<thead>
<tr>
<th>Scheme</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community employment</td>
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<tr>
<td>Rural Social Scheme</td>
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<tr>
<td>Area-Based Initiative</td>
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<tr>
<td>Back to Work Scheme</td>
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<tr>
<td>Vocational Training Opportunities Scheme</td>
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<td>Back to Education Allowance</td>
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<tr>
<td>Community Services Programme</td>
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<tr>
<td>SOLAS course or schemes</td>
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<tr>
<td>School or college</td>
<td></td>
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<tr>
<td>Other course or scheme</td>
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</tbody>
</table>

If Yes, please state:

- Name of course or scheme: ____________________________
- Date you started: From: __________ To: __________
- How much you get paid for doing this scheme or course: € __________ per week
26. Have you ever lived or worked outside of Ireland?

[ ] Yes  [ ] No

If Yes, please give details below. We will notify other countries covered by EU Regulations or Bilateral Agreements that you may be entitled to a pension from them.

<table>
<thead>
<tr>
<th>Country 1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Country:</strong></td>
</tr>
<tr>
<td><strong>Employer’s name:</strong></td>
</tr>
<tr>
<td><strong>Your address while living/working there:</strong></td>
</tr>
<tr>
<td><strong>County</strong></td>
</tr>
<tr>
<td><strong>Your social insurance number while there:</strong></td>
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<tr>
<td><strong>Dates you worked there:</strong> From:</td>
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<tr>
<td><strong>Type of work:</strong></td>
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</tbody>
</table>

**Note:** A separate sheet of paper can be used for more details if needed.

27. Do you own, share in the ownership of a farm or land?

[ ] Yes  [ ] No

If Yes, please state:

- **Size of farm or land:** acres
- **Do you work the farm or land?** [ ] Yes  [ ] No

28. If you own or share in the ownership of a farm or land but do not work it, please state who works the farm or land:

| **Their surname:** |
| **Their first name(s):** |
| **Their address:** |
| **County** | **Post Code** |

**Note:** Please provide a written declaration from the above named confirming they are working the land.
Part 3  Your payment details

You can get your payment at a post office of your choice or direct to your current, deposit or savings account in a financial institution. An account must be in your name or jointly held by you. Please complete one option below.

### Financial Institution

You will find the following details printed on statements from your financial institution.

| Name of financial institution: |  |
| Address of financial institution: |  |
| County | Post Code |
| Bank Identifier Code (BIC): |  |
| International Bank Account Number (IBAN): |  |
| Name(s) of account holder(s): |  |
| Name 1: |  |
| Name 2 (if any): |  |

### Post Office

| Post office name and address: |  |
| County | Post Code |

If you are unable to collect or cash your payment at the post office and you want someone else (known as an agent) to do so for you, please complete the following:

| Your agent’s name: |  |
| Your agent’s address: |  |

Your Signature (not block letters)

I agree to act as agent for the person named in Part 1 and I am aware of my obligations. For more information, log on to www.gov.ie.

Signature of agent (not block letters)
Part 4  Details of your qualified child(ren)

**Note** - You must complete Part 6 fully if you are claiming an increase for your qualified child(ren).

29. Do you wish to apply for qualified child(ren)?  
   [ ] Yes  [ ] No  

   If Yes, how many children do you wish to claim for?  
   [ ] under age 18  
   [ ] age 18 - 22 in full-time education

Please state child(ren):

**Child 1**

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<thead>
<tr>
<th>Field</th>
<th>Details</th>
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<tbody>
<tr>
<td>Surname</td>
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<tr>
<td>First name(s)</td>
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<td>PPS Number</td>
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<td>Date of birth (DD MM YY)</td>
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**Child 2**

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<td>Surname</td>
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**Child 3**

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**Child 4**

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<td>Date of birth (DD MM YY)</td>
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You must attach written confirmation from the school or college for the children aged 18 - 22.

**Note:** A separate sheet of paper can be used for details of other children you have.

30. Are all of these children living with you?  
   [ ] Yes  [ ] No  

   If No, you can use a separate sheet of paper for the details.
### Part 5: Your spouse’s, civil partner’s or cohabitant’s details

31. Their PPS Number: [ ] [ ] [ ] [ ] [ ]

32. Title: (insert an ‘X’ or specify)
   - Mr. [ ]
   - Mrs. [ ]
   - Ms. [ ]
   - Other [ ]

33. Their surname: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

34. Their first name(s): [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

35. Their birth surname: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

36. Their date of birth: [ ] [ ] [ ] [ ] [ ]
   - Day D
   - Month M
   - Year Y

37. Their mother’s birth surname: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

38. Their address:
   - Only answer this question if you are married or in a civil partnership and do not live together.
   - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
   - County [ ] [ ] [ ] [ ] [ ]
   - Post Code [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

### Part 6: Your spouse’s, civil partner’s or cohabitant’s work and claim details

**Part 6 MUST be completed in full if you are claiming an increase for your spouse, civil partner, cohabitant and/or child(ren).** This information is required to decide if you have an entitlement and if so, the rate payable. If you are not claiming any increase, proceed to Part 8.

39. Do you wish to claim an increase for your, spouse, civil partner or cohabitant?
   - Yes [ ]
   - No [ ]

40. Are they employed at present?
   - Yes [ ]
   - No [ ]

   If Yes, please state:
   - Their employer’s name: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
   - Their employer’s address: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
   - County [ ] [ ] [ ] [ ] [ ]
   - Post Code [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

   Type of work: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

   Gross income: € [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] year to date

   Please attach 4 of their most recent payslips.

   Number of weeks worked: [ ] [ ] year to date

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87654321
Part 6 continued

Your spouse’s, civil partner’s or cohabitant’s work and claim details

41. Are they currently self-employed?
   □ Yes  □ No
   If Yes, please state:
   Type of work they do/did:
   Date self-employment started:
   D  D  M  M  Y  Y  Y  Y

Net weekly earnings: € □, □□□. □□ a week
   This is the money they have made from self-employment after deducting operating expenses. Please provide documentary evidence such as the last available copy of accounts.

42. Are they getting or have they applied for any payment(s) from this department or the Health Service Executive?
   □ Yes  □ No
   If Yes, please state:
   Who pays this pension:
   Name of payment:
   Amount: € □, □□□. □□ a week

43. Are they getting a social security payment from another country?
   □ Yes  □ No
   If Yes, please state:
   Type of pension:
   Name of country:
   Their claim or reference number:
   Amount: € □, □□□. □□ a week
   Please attach the most recent payslip or letter from the Social Security Agency confirming the above amount.

44(a). Are they getting any other pension (private or occupational) from Ireland?
   □ Yes  □ No
   If Yes, please state:
   Type of pension:
   Who pays this pension:
   Their claim or reference number:
   Amount: € □, □□□. □□ a week
   Please attach the most recent payslip or letter from the people who pay them confirming the above amount.
Part 6 continued

Your spouse’s, civil partner’s or cohabitant’s work and claim details

44(b). Are they getting any other pension (private or occupational) from another country?

☐ Yes ☐ No

If Yes, please state:

Type of pension:

Who pays this pension:

Their claim or reference number:

Amount: € ,  a week

Please attach the most recent payslip or letter from the people who pay them confirming the above amount.

45. Are they taking part in any of the following courses or schemes, insert an X in the box as it applies to them and give the date they started if you insert an X in the Yes box.

<table>
<thead>
<tr>
<th>Course or Scheme</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>Community employment</td>
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<tr>
<td>Other course or scheme</td>
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If Yes, please state:

Name of course or scheme:

Date they started: From:  To:  

How much they get paid for doing this scheme or course:

€ ,  a week
46. Do they own, rent or share in the ownership of a farm or land?

- [ ] Yes
- [ ] No

If Yes, please state:

- [ ] Yes
- [ ] No

Is this farm or land jointly owned?

Size of farm or land: ________ acres

Net yearly income from farm or land: € ________,________.

**Net yearly income** is money you have made from the farm or land after deducting operating expenses. Please provide documentary evidence such as the last available copy of accounts.

47. Do they own stocks, shares (including shares in a creamery or Co-op, annuities, bonds, insurance policies) or investments in Ireland or another country?

- [ ] Yes
- [ ] No

If Yes, please state:

Name of company:

Number of shares held: ________,________

Total value per share: € ________,________.

Are the stocks/shares jointly owned?

- [ ] Yes
- [ ] No

Do they own any other shares?

- [ ] Yes
- [ ] No

If Yes, please give details on a separate sheet of paper.

48. If their farm or land is let, please state net yearly income from letting:

Net yearly income: € ________,________.

**Note:** Please provide a written declaration confirming amount of yearly rental income.

49. Do they have savings or accounts in a bank, post office, building society, credit union or any other financial institution in Ireland or another country?

- [ ] Yes
- [ ] No

If Yes, please state:

**Financial Institution 1**

Name of financial institution:

Bank Identifier Code (BIC):

International Bank Account Number (IBAN):

Current balance: € ________,________.

Is this account a joint account?

- [ ] Yes
- [ ] No

Name(s) of account holder(s):

Name 1:

Name 2 (if any):
50. Do they own or share in the ownership of property apart from their home?

If Yes, please state:

Type of property:

Is this property jointly owned?  Yes  No

Name(s) of property owner(s):

Name 1:

Name 2 (if any):

Address of property:

Property would be an apartment, business property, another house or land other than that mentioned at question 46.

County  
Post Code

Is this property rented out?  Yes  No

If ‘Yes’, please state:

Rent from this property:  €

Current market value:  €

Outstanding mortgage on property:  €

If mortgaged please attach a recent statement from lending institution.
51. Do they own or share in the ownership of any other properties?

☐ Yes  ☐ No

**Note:** A separate sheet of paper can be used for details of any additional properties that they have.

52. Do they have a room let in the property they are currently residing in?

☐ Yes  ☐ No

If Yes, please state:

Rental income: \( \text{€ } \underline{\underline{\phantom{.}}} \underline{\underline{,\phantom{.}}} \underline{\underline{.\phantom{.}}} \underline{\underline{\phantom{.}}} \text{ a week} \)

Please provide documentary evidence.

Is this property jointly owned?  ☐ Yes  ☐ No

53. Are they paying maintenance?

☐ Yes  ☐ No

If Yes, please state the name of the person that they pay the maintenance to:

Surname:

First name(s):

Amount: \( \text{€ } \underline{\underline{\phantom{.}}} \underline{\underline{,\phantom{.}}} \underline{\underline{.\phantom{.}}} \underline{\underline{\phantom{.}}} \text{ a week} \)

Please provide a copy of the maintenance agreement.

54. Are they receiving maintenance?

☐ Yes  ☐ No

If Yes, please state the name of the person that pays the maintenance:

Surname:

First name(s):

Amount: \( \text{€ } \underline{\underline{\phantom{.}}} \underline{\underline{,\phantom{.}}} \underline{\underline{.\phantom{.}}} \underline{\underline{\phantom{.}}} \text{ a week} \)

Please provide a copy of the maintenance agreement.

55. Do they have any other income?

☐ Yes  ☐ No

If Yes, please give details including source of income and weekly earnings in the space provided:

**Note:** A separate sheet of paper can be used for more details if needed.
Part 7

Other payments

Living Alone Increase

You may get a Living Alone Increase if you are getting an Invalidity Pension and live alone or mainly alone. For more information, log on to www.gov.ie.

56. Do you wish to claim a Living Alone Increase?

☐ Yes ☐ No

If Yes, please state date you started living alone or mainly alone:

☐ ☐ ☐ ☐ ☐ ☐ D D M M Y Y Y

Household Benefits Package

You may qualify for the Household Benefits Package, which is made up of 2 allowances:

• Electricity or Gas Allowance
• Free Television Licence

For more information on extra benefits available to pensioners, log on to www.gov.ie.

Fuel Allowance

This allowance is means tested and is subject to your household composition.

57. Do you wish to apply for a Fuel Allowance?

☐ Yes ☐ No

If No, please go to Part 8.

If Yes, please complete fully the remainder of this section. Do not leave any question blank. If no income, please enter 0 in each box.

58. Your details:

Gross weekly income: €☐,☐☐☐☐.☐☐ a week

Please provide documentary evidence from all sources of income.

Total savings/investments: €☐☐☐☐,☐☐☐☐.☐☐

Please provide documentary evidence of all of these savings and investments.

Value of property:
(other than family home) €☐☐☐☐,☐☐☐☐.☐☐

Please provide documentary evidence of all other properties you have including address and valuation.

Rent from all property:
(other than family home) €☐☐☐☐.☐☐ a week

Please provide documentary evidence of all rents from other property.

Farm Income (net yearly income from farm/land) €☐☐☐☐,☐☐☐☐.☐☐

'Net yearly income' is money you have made from the farm or land after deducting operating expenses. Please provide documentary evidence such as the last available copy of accounts.

Have you any other income such as maintenance:

☐ Yes ☐ No

If Yes, please provide documentary evidence.
You must also complete Q 59 about ALL the people living with you including your spouse, civil partner or cohabitant if you haven’t completed Part 6 fully. If they have no income please put a 0 in the amount boxes.

59. The following people live with me:

**Person 1 living with me**

Name: [ ]

PPS Number: [ ]

Gross weekly income: €[ ] a week

Total savings/investments/property value: (not family home) €[ ]

Profit from business: €[ ] a year

**Person 2 living with me**

Name: [ ]

PPS Number: [ ]

Gross weekly income: €[ ] a week

Total savings/investments/property value: (not family home) €[ ]

Profit from business: €[ ] a year

**Person 3 living with me**

Name: [ ]

PPS Number: [ ]

Gross weekly income: €[ ] a week

Total savings/investments/property value: (not family home) €[ ]

Profit from business: €[ ] a year

Note: You may be asked to supply documentary evidence of all income.
Have you enclosed the following?

— Your P60.  
  (if you worked in the last full tax year).
— A letter from your last employer confirming your last date of employment or a P45 if you have ceased employment.
— If you have been in self employment, a letter from Revenue confirming the date that self-employment ceased.
— If you are claiming fuel allowance please provide statements from all financial institutions showing the last 6 months transactions and the name and address of the account holder(s).  
  (if you or your spouse, civil partner or cohabitant have money or investments in a financial institution).
— Advice slips from any pensions you or your spouse, civil partner or cohabitant are receiving.
— Letter from school or college.  
  (if you are claiming for child(ren) aged between 18 and 22 who are in full-time education).
— If you are claiming an increase for your spouse, civil partner or cohabitant and/or children please provide statements from all financial institutions in their name or jointly held.

If you were born, married or entered into a civil partnership or a civil union outside of Ireland:

— Your birth certificate.
— Your marriage certificate or civil partnership or civil union registration certificate.
— Your spouse’s, civil partner’s or cohabitant’s birth certificate.  
  (if applying for an increase for them).
— Your child(ren)’s birth certificate(s).  
  (if applying for an increase for them).

**Note:** No birth certificate is needed if you are already getting Child Benefit.

Original certificates only.

Remember to send in all the certificates and documents with this application, or say that you will send them later.

Make sure that you supply all information required in this form.

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**Please remember to sign the Declaration in Part 1.**

Your spouse, civil partner or cohabitant must also sign the declaration in Part 1 if you are claiming an increase for them and/or your child(ren).

If you have any difficulty in filling in this form, please contact your local Intreo Centre, Social Welfare Office or Citizens Information Centre.
Send this completed application form to:

Department of Social Protection
*Invalidity Pension Claims Section*
Social Welfare Services
Government Buildings
Ballinalee Road
Longford

Telephone: (043) 334 0000 or 0818 92 77 70
If you are calling from outside of Ireland please call +353 43 334 0000

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**Data Protection Statement**

The Department of Social Protection administers Ireland’s social protection system. Customers are required to provide personal data to determine eligibility for relevant payments and benefits. Personal data may be exchanged with other government departments and agencies where provided for by law. Our data protection policy is available at [www.gov.ie/dsp/privacystatement](http://www.gov.ie/dsp/privacystatement) or in hard copy.

Explanations and terms used in this form are intended as a guide only and are not a legal interpretation.