Leicestershire County Council
PENSION FUND

Leicestershire County Council

NOMINATING SOMEONE TO RECEIVE A DEATH GRANT

You do not have to nominate person/s for the death grant.
However, it can speed up the payment if you do so.

To nominate, sign into your online account.

From your dashboard, click on the '**Death Grant Nomination Details**'.

STEP 01

If you have already nominated, your nominee/s will be listed. However, you can amend your nominee/s at any time.

Spouse Beneficiary   ⌄

Spouse Name	A. N. Other
Date of Birth	27/09/1972 📅
Proportion	100 %
Date of Marriage	02/03/2014 📅
Contact Details	Address line 1 and postcode

Clear Spouse Entry

If you have not nominated, click on the section you would like to nominate in

To add or amend your nomination, please enter the details below and then click the 'Submit' button. The new details will replace the current nomination. Please note that you are responsible for keeping the details of your nominees up to date.

Spouse Beneficiary	❯
Child Beneficiaries	❯
Dependant Beneficiaries	❯

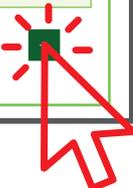**Submit** **Cancel**

For example, if you wish to nominate a child, click on Child Beneficiaries, and click here

Child Beneficiaries   ⌄

No child beneficiaries found.

This brings up the box to enter the required details

Child 1

Name	Name
Date of Birth	dd/mm/yyyy 📅
Proportion	Proportion %
Contact Details	Address line 1 and postcode

Enter the child's name, date of birth, proportion (of death grant) and contact details.

If you only enter one nominee's details, then the proportion will be **100%**.
If you enter more than one nominee, then please ensure that the percentages **add up to 100%**.