

## Information Sheet for the Notification of Death Form

### Getting Started

This sheet will help you to complete the Notification of Death Form. This form is used to notify Service Canada of the death of a Canada Pension Plan (CPP) and / or Old Age Security (OAS) beneficiary to stop the payment of CPP and / or OAS benefits in order to avoid overpayment.

You can fill in this form online, but you cannot submit it electronically. Complete the form on-screen. You must then print, sign and return it by fax.

If you do not have access to a fax machine and you are in Canada or the United States, you can phone our toll-free number 1-800-277-9914 for assistance. For people with speech or hearing impairments using a teletypewriter device (TTY), call 1-800-255-4786 for assistance. If you are living outside Canada or the United States, you can contact your nearest social security office or International Operations at 613-957-1954 for assistance.

### Information About the Deceased

Fill in the information about the deceased. It is important to complete the entire form including the Social Insurance Number.

### Consent to Release Information About the Deceased

The person who is filling out the form on behalf of the deceased must complete and sign this section of the form. Completing and signing this section of the form allows information about the deceased to be released to Service Canada.

### Notification Submitted by

The organization or person submitting the notification must complete and sign this section of the form. If it is the same person who signed the "Consent to release information about the deceased" section, a duplicate signature is required.

Once completed, the form can be faxed to the nearest processing centre:

British Columbia	866-396-6247	Quebec	877-748-2470
Alberta / Northwest Territories / Nunavut	780-495-2263	New Brunswick	506-452-3459
Manitoba / Saskatchewan	877-505-6107	Nova Scotia	902-536-4163
Ontario	800-695-4012	Prince Edward Island	902-566-7841
		Newfoundland and Labrador	709-772-2447



## Notification of Death Form for Canada Pension Plan and Old Age Security For Completion by the Funeral Service Provider or Survivors of the Deceased

The purpose of this form is to notify Service Canada of the death of a Canada Pension Plan (CPP) and / or Old Age Security (OAS) beneficiary to stop the payment of a CPP and / or OAS benefit in order to avoid overpayment.

There is no obligation to have the funeral service provider complete and send in this form. Should you wish to personally notify Service Canada or if you have any questions, please call:

1-800-277-9914 (English)  
1-800-277-9915 (French)  
1-800-255-4786 (TTY)

### Information About the Deceased (please print)

Social Insurance Number: \_\_\_\_\_

Mother's maiden name (if known): \_\_\_\_\_

Last name: \_\_\_\_\_

First name and initial: \_\_\_\_\_

Next of Kin - Full name and mailing address (if known):

Date of birth: \_\_\_\_\_  
YYYY-MM-DD

Date of death: \_\_\_\_\_  
YYYY-MM-DD

Place of death: \_\_\_\_\_  
City / Province

\_\_\_\_\_  
(Country - if outside Canada)

### Consent to Release Above Information About the Deceased (please print)

***I give my consent to release the above information about the deceased to Service Canada***

Information provided by: Full name and mailing address:

Relationship to the deceased (please check one(s) that apply):

Spouse     Common-law partner     Executor

Other (please specify) \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date (YYYY-MM-DD): \_\_\_\_\_

### Notification Submitted by (please print)

Name of Funeral Service Provider or other Organization / Individual: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date (YYYY-MM-DD): \_\_\_\_\_

The collection and use of personal information for this service is authorized by the *Canada Pension Plan and Old Age Security Acts*. All information collected by Service Canada is protected under the federal *Privacy Act* and will remain confidential. We may disclose it where we are authorized to do so under the *CPP* and *OAS Acts*.

Service Canada delivers Employment and Social Development Canada programs and services for the Government of Canada