

Guide to the Application for a Statement of Benefits — De Facto Spouses

Valuation of the benefits accrued under a public-sector pension plan

General information

This Application for a Statement of Benefits for De Facto Spouses is used to establish the total value of the benefits a person has accrued under one or several pension plans we administer at the date on which there is a breakdown of a union as defined in section 3. The total value corresponds to the value of the benefits accrued throughout all the years of participation in a pension plan, until the breakdown of the union.

You can use this form if:

- you meet the eligibility requirements to be recognized as de facto spouses (see below);
- there was a breakdown of your union; and
- you and your former spouse would like to know the total value of the benefits accrued under the pension plan at the date on which there was a breakdown of your union.

Be sure to read this guide carefully because it answers most of the questions with regard to the application for a Statement of Benefits. You should also consult our publication *In the Event of the Breakdown of Your Union*, available on our website.

Pursuant to section 150 of the *Act respecting the Government and Public Employees Retirement Plan* (CQLR, chapter R-10), you must use this form to file an application regarding one of the public-sector pension plans that we administer. This is the list of plans for which you can file an application for the Statement of Benefits as a de facto spouse:

- Government and Public Employees Retirement Plan (RREGOP);
- Pension Plan of Management Personnel (PPMP);
- Retirement Plan for Senior Officials (RPSO);
- Teachers Pension Plan (TPP);
- Civil Service Superannuation Plan (CSSP);
- Pension Plan of Certain Teachers (PPCT);
- Superannuation Plan for the Members of the Sûreté du Québec (SPMSQ);
- Pension Plan of Peace Officers in Correctional Services (PPPOCS);
- Pension Plan of Elected Municipal Officers (PPEMO);
- Pension Plan for Federal Employees Transferred to Employment with the Gouvernement du Québec (PPFEQ);
- Retirement Plan for Active Members of the Centre hospitalier Côte-des-Neiges (RPCHCN).

To be able to process your application, we also need information from the employer for whom the person was working as at the date of the valuation. The Application to Request Participation Data from an Employer (form RSP-390A) allows you to ask your employer to complete and return the *Attestation de l'employeur pour le partage des droits accumulés dans un régime de retraite du secteur public* (form RSP-205; French only). The form must be completed, unless the person was no longer participating in the plan or was already receiving a retirement pension at the date on which the valuation is to be completed.

General information (continued)

We will provide both spouses with a Statement of Participation within 90 days following the date on which we receive the Application for a Statement of Benefits, the *Attestation de l'employeur pour le partage des droits accumulés dans un régime de retraite du secteur public* (form RSP-205; French only) and all the required documents.

Important: To partition the value of the benefits accrued under a pension plan, you must have reached a **written agreement within 12 months following the date on which your conjugal relationship ended**. The agreement must be reached before a notary or lawyer or through a joint sworn statement. Thereafter, you will have to file an application for benefits with Retraite Québec by completing an Application for Payment of the Value of Accrued Benefits Under a Public-Sector Pension Plan (form RSP-389) and **enclose a copy of your agreement**.

De facto spouses whose conjugal relationship ended after 31 August 1990 but before 1 January 2019 have 12 months as of that date to agree on partition.

Status of de facto spouses

To be recognized as de facto spouses, neither of the spouses must be married or in a civil union at the date on which the conjugal relationship ends. Furthermore, you must have been presented yourselves publicly as de facto spouses and have been living in a conjugal relationship for:

- at least three years preceding the date on which you stopped living together; or
- at least the year preceding the date on which stopped living together if:
 - a child was born or is to be born of your union; or
 - you and your spouse adopted a child together; or
 - one spouse adopted the child of the other.

Characteristics of certain pension plans

- For the Superannuation Plan for the Members of the Sûreté du Québec (SPMSQ), neither of the spouses can be married or in a civil union on the date of the breakdown of the union. Furthermore, you must have presented yourselves publicly as de facto spouses and must have been living together for:
 - at least one year preceding the date on which you ended your conjugal relationship; or
 - at least one year preceding the date on which you ended your conjugal relationship if one of the three conditions indicated above is met with regard to the birth or adoption of a child.
- For the Pension Plan of Elected Municipal Officers (PPEMO), neither of the spouses can be married or in a civil union on the date of the breakdown of the union. Furthermore, you must have presented yourselves publicly as de facto spouses and must have been living together for:
 - at least three years preceding the date on which you ended your conjugal relationship; or
 - at least one year preceding the date on which your conjugal relationship ended if a child was born or is to be born of your union.

Please note that a separation from bed and board is a legal separation rendered by the court. If one of the spouses is married and has obtained a judgment granting separation from bed and board, he or she is still considered married, unless he or she obtained a judgment of divorce or annulment of marriage afterwards.

Status of de facto spouses (continued)

The declarations requested in section 3 allow us to verify whether you meet the conditions and make it possible to:

- check whether you meet the requirements to obtain a Statement of Benefits accrued under a public-sector pension plan;
- calculate the value of the benefits accrued under a pension plan on the date on which your conjugal relationship ended, as determined by both spouses.

Both you and your former spouse must sign and date the application for a Statement of Benefits, otherwise it will be returned to you. Please note that Retraite Québec has the right to request proof of your status of de facto spouses.

Access to documents held by public bodies and the protection of personal information

The personal information collected on this is needed to study your application. Failure to provide the requested information in the mandatory sections may result in a delay or a refusal to process your application. Only authorized employees have access to the information and it is only disclosed to other persons or agencies for verification in cases provided for by law. It can also be used for research, assessment, analysis or survey purposes. Pursuant to the *Act respecting Access to documents held by public bodies and the Protection of personal information*, you may consult your personal information and have it corrected.

For more information

Online

www.retraitequebec.gouv.qc.ca

By telephone

Québec region: 418 643-4881

Toll-free: 1 800 463-5533

Application for a Statement of Benefits – De Facto Spouses

Valuation of the benefits accrued under a public-sector pension plan

Please note that the identification number is an individual number that we use to identify each member of a public-sector pension plan. Your identification number can be provided in place of your Social Insurance Number. It can be found on your Statement of Participation.

Please print.

1. Information about the person participating in, who has participated in or who is retired from the plan

Social Insurance Number		Identification number	
		1 7	
Sex	Family name	Given name	
<input type="checkbox"/> F			
<input type="checkbox"/> M	Family name at birth, if different	Date of birth	
		year month day	
Address (number, street, apartment or Post Office Box)			
City	Province	Country	Postal code
Telephone	Language of correspondence		
area code			
Home	Other	<input type="checkbox"/> French	
area code	area code	<input type="checkbox"/> English	
Work	Extension		
area code			
If you are participating in several pension plans, please indicate for which ones you would like to receive a Statement of Benefits.			

2. Information on the identity of the de facto spouse

Social Insurance Number		Identification number	
		1 7	
Sex	Family name	Given name	
<input type="checkbox"/> F			
<input type="checkbox"/> M	Family name at birth, if different	Date of birth	
		year month day	
Address (number, street, apartment or Post Office Box)			
City	Province	Country	Postal code
Telephone	Language of correspondence		
area code			
Home	Other	<input type="checkbox"/> French	
area code	area code	<input type="checkbox"/> English	
Work	Extension		
area code			
If you are also participating in a public-sector pension plan, would you like to obtain a Statement of Benefits for the following plan(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If you are participating in several pension plans, please indicate for which plans you would like to obtain a Statement of Benefits.			

3. Declarations and signatures

To obtain a statement, you must both have been single, living in a conjugal relationship and have presented yourselves publicly as de facto spouses to be recognized as de facto spouses as defined in the Guide to the Application for a Statement of Benefits — De Facto Spouses.

Dates the conjugal relationship began and ended

We declare that the dates on which we began and ended our conjugal relationship are the following:

- Date the conjugal relationship began

year	month	day
- Date of the breakdown of the union

year	month	day

If your relationship lasted less than 3 years (or less than one year for the SPMSQ), you declare that one or the other of the following situations occurred:

- a child was born or will be born of your union; Yes No
- you and your spouse adopted a child together; Yes No
- one spouse adopted a child of the other. Yes No

Does not apply to the PPEMO.

We wish to obtain a Statement of Benefits accrued under the pension plan or plans of the person indicated in sections 1 and 2, if applicable.

We declare that, at the end of our conjugal relationship, neither of us was married, living apart or in a civil relationship with each other or any other person. In addition, we declare that the information provided on this application is complete and accurate.

Signature of spouse 1 _____ Date

year	month	day

Signature of spouse 2 _____ Date

year	month	day

Important

In order for us to be able to process your application, you must send your employer the duly completed Application to Request Participation Data from an Employer (form RSP-390A), as soon as possible. If there is more than one employer concerned, you must send a copy of the form to each one.

Each employer must then complete and send us the *Attestation de l'employeur pour le partage des droits accumulés dans un régime de retraite du secteur public* (form RSP-205; French only), unless, on the date of the valuation of the benefits, we were already paying the person mentioned in sections 1 and 2 (if applicable) a retirement or disability pension.

Please return the duly completed and signed form to:

By mail

Retraite Québec, case postale 5500, succursale Terminus, Québec (Québec) G1K 0G9

By secure email

www.retraitequebec.gouv.qc.ca/infosecteurpublic