

We inform you

unabhängig. solidarisch. stark.

Pension Application Check-List

When you are applying for old-age pension, if the insurance account is settled, the following documents should be submitted in the original:

- your insurance history with the current pension information with all attachments
- a valid identity card or passport, your own bank account details (IBAN and BIC) as well as your tax identification number

For an age pension for severely disabled persons

- a disabled person's pass or a certificate from the Zentrums Bayern Familie und Soziales/[Bavarian Centre for Family and Social Affairs] (formerly: the Social Security Office)

For a survivor's pension

- a marriage certificate or family book
- a death certificate
- a pension decision, if the deceased had already obtained their own pension,
- otherwise all insurance documents of the deceased
- your own pension insurance number as well as where you already receive your own pension, the last pension notification, the current pension decision

Where there are still gaps in the insurance history, the following documents should be submitted in the original:

- a valid identity card or passport
- birth certificates for any children
- for foreign citizens: a relocation certificate (available from the city or community administration)
- a late repatriate certificate
- a military service book
- certificates for periods of training (e. g. a journeyman's certificate etc.)
- certificates from health insurers regarding periods of illness
- evidence of unemployment
- insurance cards
- for periods abroad: evidence of periods at school or in study after the 17th year and evidence of periods of employment

If you still cannot check off one of the points applicable to you, you should consider whether you still have evidence or can obtain it. As the application can then only be processed without delay, where all of the required documentation is on hand, you should promptly arrange evidence of your periods of insurance.

The application for old-age pension should be made to the competent pension insurance institution three months prior to retirement. An authorisation for someone else to make the submission is possible.

If you have any questions regarding your pension, you can feel free to contact your local VdK office. The Social Association VdK Bayern is a competent partner in pension matters and will enforce your rights, if necessary, even in court.