

## Spouse Registration form

<b>Employer Name</b>		<b>Scheme Code</b>	
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### Important Information

- All references to insured will mean either employee or fund member.
- This form must be completed to **register the qualifying spouse** of the insured in respect of **Spouse's Life insurance and Funeral insurance**, when:
  - the insurance of a spouse/life partner/customary marriage commences in terms of the policy,
  - a life partner in a co-habiting relationship is registered to qualify for insurance; and
  - a change in the information regarding the spouse/life partner as indicated in Section B, becomes applicable
- This form is not acceptable if it contains alterations and any changes must be submitted on a new form.
- **Please give your completed, signed and dated form to your employer** for safekeeping and ensure that a new form is completed when required. In the event of the death of the spouse/life partner/customary marriage, a copy of the latest signed and dated form must accompany the death claim documents submitted to Sanlam.

### SECTION A: Personal details of the insured

This section is to be completed by the employer (Compulsory)

First name(s)									
Surname									
RSA identity number*							*Compulsory		
If not RSA, passport number*							*Compulsory		
Passport expiry date							(dd/mm/yyyy)		
Date of birth							(dd/mm/yyyy)		
Marital status <i>(if other, please specify)</i>	Married	<input type="checkbox"/>	Co-habiting	<input type="checkbox"/>	Customary	<input type="checkbox"/>	Other	<input type="checkbox"/>	<i>Please specify</i>
Employee number									
Date of entering service							(dd/mm/yyyy)		
Date of permanent appointment							(dd/mm/yyyy)		
Commencement date of insurance							(dd/mm/yyyy)		

### Certified on behalf of the employer that the above information is correct

First name(s)			
Surname			
Designation			
Signature		Date (dd/mm/yyyy)	
		Place	



## Sanlam Corporate: Group Risk

Please return the completed, dated and signed form to your employer for safekeeping.

## SECTION B: Personal details of the qualifying spouse to be insured

This section must be completed by the insured (Compulsory)

**Important information** - Refer to the definitions below before completing this section.

- If a person is in a co-habiting relationship, the life partner can only be registered if neither one of them is married to another person.
- In terms of Spouse's Life insurance:
  - It is compulsory for qualifying spouses of existing employees and new employees to join the scheme.
  - Spouses in living together arrangements (i.e. co-habiting spouses) must provide medical evidence of good health in respect of their full cover amount, before their insurance commences.
- No premiums must be paid in respect of insurance cover for co-habiting spouses, until proof of insurability was assessed and/or insurance confirmed by Sanlam.

First name(s)			
Surname			
RSA identity number*			*Compulsory.
If not RSA, passport number*			*Compulsory
Passport expiry date			(dd/mm/yyyy)
Date of birth			(dd/mm/yyyy)
Marital status	Married (civil)	<input type="checkbox"/>	Customary
	Date of entering into marriage:		(dd/mm/yyyy)
	Co-habiting	<input type="checkbox"/>	
	Date of registration of the union with employer:		(dd/mm/yyyy)

### Important definitions

#### Qualifying Spouse means:

the person with whom the insured is joined in **Marriage**, provided that such person has been advised in writing to Sanlam by the employer.

If the insured is joined in **Marriage** with two or more persons, **Qualifying Spouse** means:

- only one of them, whom the insured nominated in writing to the employer during the person's life; or
- if the employer advises Sanlam that the insured has failed to nominate only one of them in terms of paragraph (a), only the one with whom he/she is joined in **Marriage** first.

Once a nomination has been made in terms of paragraph (a), it remains in force as long as the insured is joined in marriage with the relevant spouse.

A qualifying spouse will cease to be insured on the date on which the insured and qualifying spouse are no longer joined in marriage.

The relationship of the qualifying spouse to the insured must be substantiated by a valid marriage certificate, or other evidence recognized in law, or other proof acceptable to Sanlam.

#### Marriage means:

- a marriage or union in accordance with the Marriage Act, 1961, the Recognition of Customary Marriages Act, 1998, or the Civil Union Act, 2006, or the tenets of a religion; or
- a union where 2 persons are living together as if married, with the commitment of continuing to do so permanently provided that:
  - they have been doing so for a continuous period of at least six consecutive months; and
  - the insured provides, upon request, satisfactory proof of the permanency of the relationship to Sanlam.

**SECTION C: Declaration by the insured**

I declare that the above information is complete and correct. I declare that when claiming a benefit for my spouse/life partner, I will be responsible to provide proof of my relationship. The proof of the relationship required includes; a marriage certificate, evidence of union, chief's letter, lobola letter or an affidavit.

Signature of insured		Witness signature	
Date (dd/mm/yyyy)		Place	

**Protection of Personal Information Disclosure**

Sanlam Life Insurance Limited ("Sanlam Life"), a subsidiary of Sanlam Limited, will process and protect your personal information as required by relevant laws and the constitution of the Republic of South Africa ("RSA").

We may send your personal information to service providers outside of the RSA for storage or further processing on Sanlam Life's behalf. We will however not send your information to a country that does not have information protection legislation similar to that of the RSA, unless we have a binding agreement with the service provider which ensures that it effectively adheres to the principles for processing of information in accordance with the Protection of Personal Information Act No 4 of 2013.

For more information, please refer to the [Sanlam Group Privacy Notice](#).