

**List of Requirements for accessing benefit  
under different Scenarios**

**On Retirement/Resignation/Termination:**

RSA holder completes Retirement/Exit Benefit Withdrawal Form which must be returned with the following documents:

- i.) Letter from the employer confirming retirement/resignation/termination in line with terms and conditions of employment;
- ii.) Means of identification (National ID/ International passport);
- iii.) Last pay slip or evidence of last total annual salary;
- iv.) Evidence of accrued pension rights or FGN Registration slip with PenCom
- v.) Benefit request letter
- vi.) 2 Passport photographs

**On the deceased RSA holder**

Next -of-Kin (NoK) completes Death Benefit Withdrawal and Death Notification Form which must be returned with the following documents:

- 1.) Letter of Administration or Will admitted to Probate.
- 2.) Satisfactory means of identification of the NoK, which may be any of the following; International Traveling Passport, National Identity Card or letter of confirmation of identity from the bank/third party.
- 3.) One (1) passport photograph of the deceased
- 4.) Any of the following:
  - Certificate of Death/Cause of Death
  - Certificate of Registration of Death
  - Police Report (if death is by accident)
  - Burial Warrant issued by a Local Government Council
  - Evidence of Death/Burial issued by an Islamic Community Head or Judge of a Sharia Court
  - Evidence of Death/Burial issued by a Leader of a registered church
  - Copy of obituary poster (if any)