

Norfolk Police Federation  
Group Insurance Scheme  
Partner Application Form



This form is applicable to partners who are joining at the same time as a Student Officer or who are joining within three months of either marrying or qualifying\* as a Serving Officer's partner, whichever occurs first. In all other circumstances the Late Joiner application form applies.

**Definition of partner** - a partner is defined as your legal spouse or civil partner. If you are not married or you do not have a civil partner, a person who is co-habiting with you and \*has done so for at least six months prior to joining the scheme and is financially dependant or interdependent with you.

Please complete the following and email the form to: [Norfolk@polfed.org](mailto:Norfolk@polfed.org)

This section is to be completed by the Partner:

Surname:	<input type="text"/>	Forename(s):	<input type="text"/>
Date of birth:	<input type="text"/>		
Address:	<input type="text"/>		
<input type="text"/>			
I hereby apply to join the scheme with effect from:	<input type="text"/>		
Signed:	<input type="text"/>	Date:	<input type="text"/>

Partners can remain in the scheme until they reach the age of 70 years or until the serving officer reaches 70 years, whichever occurs first. Benefit levels depend on the age of the subscribing officer. Please refer to the Federation or Gallagher for further information.

This section is to be completed by the Student / Serving Officer:

Surname:	<input type="text"/>	Forename(s):	<input type="text"/>
Officer's collar number:	<input type="text"/>	Email:	<input type="text"/>

For partners of Student Officers membership is free for the first 26 weeks of service and at £6.32\*\* per month for weeks 27 - 104, following which the full premium of £10.20\*\* will be payable. The premiums include the Federation's administration fee of £0.79 and Insurance Premium Tax (IPT).

I hereby authorise the deduction of the applicable sum indicated above from my pay, in respect of my partner's membership of the above scheme.

Signed:	<input type="text"/>
Date:	<input type="text"/>

\*\*The premiums payable will be subject to periodic review and may go up or down, Correct at 1 August 2025.

It is important that the information you have provided to us is to the best of your knowledge true, accurate and complete and reflects your current circumstances. If your circumstances change, please inform us. If we or the insurer discover that the details provided to us are untrue, inaccurate or incomplete, this may result in refusal of a claim and/or your policy being cancelled or treated as if it never existed.

**Beneficiary details** (Please notify the Federation immediately of any changes to your personal or beneficiary details)

Surname:	<input type="text"/>	Forename(s):	<input type="text"/>
Address:	<input type="text"/>		
	<input type="text"/>	Email:	<input type="text"/>
Relationship to member:	<input type="text"/>		
Officers payroll number:	<input type="text"/>	Date Officer joined scheme:	<input type="text"/>

The maintaining of an up-to-date will is advised. Payments are made by the Trustees under the terms of the 'Trust Deed', which would normally be to the member's chosen beneficiary. The Trustees will, at their own discretion, agree payment in the event of a life claim. I understand that in all matters, in accordance with the Trust Deed, the decision of the Trustees is final.

## **Data Privacy Notice**

How do we maintain your privacy?

We are the data controller of any personal data you provide to us. We collect and process personal data in order to offer and provide insurance services and policies and to process claims. Personal data is also used for business purposes such as fraud prevention and detection, financial management, to generate risk modelling, conduct analytics including to advise, improve and develop our products and services and to comply with our legal and regulatory obligations. This may involve sharing information with, and obtaining information from, our group companies and third parties such as (re)insurers, other brokers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators or fraud prevention agencies.

We may record telephone calls to help us to monitor and improve the service we provide as well as for regulatory purposes. Please see our Privacy Notice for further information on how your personal data is used, shared, disclosed and retained, your rights in relation to your personal data and how to contact our Data Protection Officer. Our Privacy Notice can be found at <https://www.ajg.com/uk/privacy-policy/>. From time to time we may make important updates to our Privacy Notice and these may in turn affect the way we use and handle your data. Please ensure you review our Privacy Notice periodically to ensure you are aware of any changes.

If you are providing us with personal data of another individual that would be covered under the insurance policy we may be placing or services we may provide to you, you shall ensure that you have obtained all appropriate consents, where required, tell them you are providing their information to us and show them a copy of this notice. You must not share personal data with us that is not necessary for us to offer, provide or administer our services to you.



Insurance | Risk Management | Consulting