

Advice of death – child up to 20 years (SA116(b))

When to use this form

Use this form to notify Services Australia when a child has died. We will use this information to update our records.

Important information

If you are enquiring about:

- uncollected pensions or benefits
- money owing to the department, or
- if Services Australia has a claim on the estate you will need to write to us or complete and return an **Executor/Administrator Request for information (SS524)** form.

If you do not have this form, go to servicesaustralia.gov.au/forms

Filling in this form

You can complete this form on your computer, print and sign it.

If you have a printed form:

- Please use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this **Go to 1** skip to the question number shown.

Returning this form

Check that all required questions are answered and that the form is signed and dated. You can return this form:

- by fax to **+61 1300 786 102**
- by post to

Services Australia
PO Box 7800
CANBERRA BC ACT 2610
AUSTRALIA

- in person at one of our service centres.

For more information

Go to servicesaustralia.gov.au/bereavement or call us on **132 300** Monday to Friday, 8 am to 5 pm, Australian Eastern Standard Time (AEST).

To speak to us in your language, call **131 202**.

Call charges may apply.

If you have a hearing or speech impairment, you can contact the TTY service on Freecall™ **1800 810 586**.

Deceased person's details

1 Mr Mrs Miss Ms Other

Their family name

Their first given name

Their second given name

2 Their date of birth

3 Their Medicare card number (if known)

 Ref no.

4 Their Centrelink Reference Number (if known)

5 Their Child Support Reference Number (if known)

6 Their home address

Postcode

7 Date of death

8 Their relationship status

Single Partnered Not sure

Partner's name (if applicable)



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Hospital details

26 Are hospital details known?

Not applicable **Go to 31**

No **Go to 31**

Yes **Go to next question**

27 Hospital name

28 Hospital address

 Postcode

29 Contact phone number

30 Contact name

Executor/Administrator details

31 Is the executor or administrator of the estate details known?

Not applicable **Go to 36**

No **Go to 36**

Yes **Go to next question**

32 Dr Mr Mrs Miss Ms Other

Family name

First given name

33 Organisation name (if applicable)

34 Address

 Postcode

35 Contact phone number

Funeral director's details

36 Are funeral director details known?

No **Go to 40**

Yes **Go to next question**

37 Name

38 Address

 Postcode

39 Contact phone number

Privacy notice

40 You need to read this

Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information to provide payments and services. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to servicesaustralia.gov.au/privacy

Declaration

41 I declare that:

- the information I have provided in this form is complete and correct.

I understand that:

- giving false or misleading information is a serious offence.

Your full name

Your signature

Date