

Tell Us Once death notification service

This is a free to use voluntary service offered by local councils on behalf of the Department for Work and Pensions to report bereavements to most government organisations in one go.

The quicker you complete the death notification the quicker those organisations you wish to notify will update their records.

Use this service to notify any of the following organisations:

- HM Revenue and Customs (HMRC) - to deal with tax and cancel benefits
- Department for Work and Pensions (DWP)- to cancel benefits or entitlements, for example Income Support or State Pension
- Her Majesty's Passport Office - to cancel a British passport
- Driver and Vehicle Licensing Agency (DVLA) - to cancel a driving licence
 - and if using the online service; to remove the person as the keeper for up to five vehicles (Road Tax is not transferable you must re-tax the vehicle before it is driven)
- the local council - to cancel Housing Benefit, Council Tax Benefit, a Blue Badge, inform council housing services and remove the person from the electoral register
- armed forces pension schemes - to stop pension payments

Before you use Tell Us Once

You'll need the following details of the person who died, not necessarily all of them depending on which organisations you wish to inform:

- date of birth
- driving licence number and / or vehicle registration number
- passport number, town and country of birth
- their National Insurance number (if you want to notify Local Government Pension Fund you will need the deceased's national insurance number, as it is used to locate the appropriate fund)
- details of any benefits or entitlements they were getting, for example State Pension
- details of any local council services they were getting, for example Blue Badge
- details of any public sector or armed forces pension schemes they were getting or paying in to

- the name and address of their next of kin
- the name and address of any surviving spouse or civil partner their date of birth and / or National Insurance number
- the name, address and contact details of the person or company dealing with their estate (property, belongings and money), known as their 'executor' or 'administrator'

You need permission from the next of kin, the executor, the administrator or anyone who was claiming joint benefits or entitlements with the person who died, before you give their details.

We are committed to ensuring your information and any other information you give about another person is protected. Our privacy statement tells you how we use and protect that information. You can obtain a copy of this through the www.gov.uk/tell-us-once website or by asking one of the agents at a participating local council.