

# WELCOME



## A QUICK GUIDE FOR THE SELF-EMPLOYED

The National Insurance Services welcomes you and wishes to remind you of the importance of social protection and how it helps.

We've provided this quick guide on some of the most important things you need to know now that you are insured.

Whilst it is not mandatory, we encourage you to consistently make your contributions, to ensure you receive income replacement during your loss of income. .



# PERSONAL DATA

The NIS will keep your data private and confidential. It can only be disclosed upon receipt of an Order of the Court OR written authorization by the self-employed .

If at any point you change your address, contact information or name, whether it is by marriage or deed poll, please provide our office with the documents which certify the change, so we can update your personal information. This helps to reduce the processing time for benefits when you claim.

Additionally, we recommend you check your contribution records frequently by calling or downloading the myNIS app or visiting the office.

# BENEFITS

## SICKNESS BENEFIT

You must have paid or been credited at least 26 weekly contributions, with at least 8 contributions in the 13 week period before the illness.

Your claim must be submitted **within 15 days**.

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## MATERNITY BENEFIT

You must have paid or been credited at least 30 weekly contributions, with at least 20 contributions before the birth.

Your claim for **Maternity Benefit** should be submitted **not earlier than 6 weeks** before the expected date of confinement.

Your claim for **Maternity Grant** should be submitted to the NIS **within 4 weeks** of the birth of the baby.

## AGE BENEFIT

You must be between the ages of 60 and 65 and paid or been credited 500 contributions or more.

A claim should be submitted **within 3 months** of attaining the NIS pensionable age.

## FUNERAL GRANT

You must have at least 26 weeks of contribution.

A claim should be submitted **no later than 6 months** after the death of the Insured person.

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## INVALIDITY BENEFIT

You must be under pensionable age and paid 150 contributions. You must be certified medically unfit and permanently disabled due to a specific disease or bodily mental disablement

The claim should be submitted **within 3 months** of the date on which the insured is medically certified as an invalid.

## SURVIVOR'S BENEFIT

A Survivors' Benefit is payable to survivors of a deceased insured person or pensioner.

A claim should be made **within 3 months** of the date of death of the insured person.

# CONTACT US

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