

# Death claim check list & claim form –Liability Accounts With nomination or survival clause

## Settlement of Claims in respect of Deceased Depositors with nomination or survival clause

### Check-list of Documents

### Annexure-1

Claims	Document obtained: Yes/No
<b>1. Accounts with Nomination clause:</b>	
(i) Application for Deceased Claim from Nominee/ Guardian of nominee ( <b>Annexure-2</b> )	
(ii) Copy of Death Certificate (Verified with original)	
(iii) Identify proof (KYC documents-verified with original)	
<b>2. Joint Accounts with Either or Survivor clause:</b>	
(i) Application for Deceased Claim from Survivor(s) ( <b>Annexure-2</b> )	
(ii) Copy of Death Certificate (Verified with original)	
<b>4. RECEIPT (Annexure –3)</b>	

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## Annexure - 2

### Application for Deceased claim (To be used when account has nomination or is a joint account with survivor clause)

From

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To

The Branch Manager,  
..... Bank  
\_\_\_\_\_ Branch

Dear Sir,

Re: **Deceased Account**  
**Late Shri/Smt.....**  
**Account No(s).....**

I/We advise the demise of Shri/Smt. \_\_\_\_\_ on \_\_\_\_\_.

He/ She holds the above account(s) at your branch. The account is in the name (s) of-----  
-----

#### A. In case of Nomination

I,.....son/daughter of Shri.....residing at -----  
..... am

(i) the registered nominee in the above account(s).

(ii) the person authorized to receive payment on behalf of Master / Miss ..... who is the nominee in the above account(s) and is a minor as on the date of this claim.

Please settle the balance in the account in the name of the nominee. I/we receive the payment as trustee/(s) of the legal heirs of the deceased depositor i.e. such payment to me/us shall not affect the right of claim which any person may have on deposits of the deceased and there is no court order seeking to restrain the Bank from making such payment.

#### A. In the case of joint account

I/We Request you to close the account/delete the name of deceased person and continue the account in my /our name(s) with ~~same~~ mode of operations as per MOP mandate

I/We submit photocopy of the following document(s) together with originals. Please return the original to us after verification.

Death Certificate issued by \_\_\_\_\_  
Identity proof (required in nomination cases) \_\_\_\_\_

Place:  
Date:

Yours faithfully,  
Claimant (s) -----

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For office use

We have verified the documents and found in order.

Recommend that the claim amount with up to date interest be paid to the nominee-----by credit to account/RTGS/NEFT. For RTGS/NEFT cancelled cheque in the name of claimant is collected as proof the account to which pay-out is to be done

BOM

Name:

ID:

Date:

Passed for payment

BM/RH/ZH/CEO

Name:

ID:

Date

**Annexure -3**

## RECEIPT

Received with thanks from XXX Bank, \_\_\_\_\_ branch, a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) by Banker's Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ in favour of \_\_\_\_\_ in full and final settlement of my/our claim as successor on the balance in \_\_\_\_\_ Account(s) No(s). \_\_\_\_\_ standing in the name of the deceased Shri/Smt/Kum. \_\_\_\_\_. I/We do not have any other claim from the Bank henceforth.3

Place:

Date:



(Signature of all the legal heirs)  
Over a revenue stamp)

## DECLARATION in case funds are settled in favour of a Minor

I, ----- father and natural guardian of ----- hereby certify that the proceeds of your Banker's Cheque No. ----- Dated----- favoring ----- issued by you in settlement of the balance in account number ----- of Late-----will be utilized for the benefit of the minor only.

Signature of guardian