

FORM OF APPLICATION FOR FULL PAYMENT OF BALANCES IN THE PROVIDENT FUND ACCOUNT OF A SUBSCRIBER TO BE USED BY THE NOMINEES OR ANY OTHER CLAIMANTS WHERE NO NOMINATION SUBSISTS.

To

The Secretary

(Through the Head of Office)

Sir,

It is requested that arrangements may kindly be made for the payment of the accumulations in the Provident Fund Account of Shri/Smt. The necessary particulars required in this connection are given below :

1. Name of the Government servant:
 2. Date of Birth :
 3. Post held by the Govt. servant:
 4. Date of death :
 5. Proof of death in the form of a death certificate issued by the Municipal authorities etc. if available :
 6. Provident Fund Account No. allotted to the subscriber :
 7. Amount of Provident Fund money standing the credit of the subscriber at the time of his death, if know :
 8. Details of the nominee alive on the date of death of the subscriber if a nomination subsists :
- | | Name of the nominee | Relationship with the subscriber | Share of the nominee |
|----|---------------------|----------------------------------|----------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |

9. In case the nomination is in favour of a person other than a member of the family, the details of the family if the subscriber subsequently acquired :

	<u>Name</u>	<u>Relation with the subscriber</u>	<u>Age on the date of death</u>
1.			
2.			
3.			

10. In case no nomination subsists, the details of the surviving members of the family on the date of death of the subscriber. In the case of a daughter or a daughter of a deceased son of the subscriber, married before the death of the subscriber, it should be stated against her name whether her husband was alive on the date of death of the subscriber.

	<u>Name</u>	<u>Relationship with the subscriber</u>	<u>Age on the date of death</u>
1.			
2.			
3.			

11. In the case of amount due to a minor child whose mother (widow of subscriber) is not a Hindu, the claim should be supported by Indemnity Bond or Guardianship certificate as the case may be.

12. If the subscriber has left no family and no nomination subsists, the names of persons to whom the Provident Fund money is payable (to be supported by letters of probate or succession certificate etc.)

	<u>Name</u>	<u>Relationship with the subscriber</u>	<u>Address</u>
1.			
2.			
3.			

13. Religion of claimant(s)
14. The payment is desired through the Office of _____/ through the _____ documents duly attested by a Gazetted Officer in service/Magistrate are attached.
- (i) Personal marks of identification
 - (ii) Left/Right hand thumb and finger impressions (in the case of illiterate claimants)
 - (iii) specimen signature in duplicate (in the case of literate claimants)
 - (iv) Photographs in duplicate.

Yours faithfully,

(Signature of claimant)
Full name and address

Station _____

Date _____

* Foot note : This applies only when payment is not desired through the Head of Office

(FOR USE OF HEAD OF OFFICE / DEPARTMENT)

Forwarded to the Accountant General _____ for necessary action. The particulars furnished above have been duly verified.

2. The Provident Fund account No. _____ of Shri/Smt./Kum. _____ (as verified from the annual statements furnished to him/her is _____.

3. He/She died on _____. A death certificate issued by the Municipal authorities has been produced/is not required in this case as there is no doubt about his/her death.

.....4/-