

DEATH CASE CHECK LIST

Sl No.	Particulars										Submitted	Not Submitted
1	Application (CCF Death Claim) submitted											
	Form-20		Form-10D		Form-5IF							
2	Authorized Signature signed in the application form with seal											
3	Surviving Family Member Certificate (SFMC) List of surviving members (LSM)											
4	Original Death Certificate											
5	3 Passport Size Photos of claimant's attested by the employer with seal											
6	Aadhar Card copy of member and all claimants											
7	Birth Certificate/School Certificate of Children's (if children are there)											
8	Separate Bank Account should be opened by same bank and branch of the Family member/nominee and Bank Passbook Copy/ Cheque leaf to be Submitted.											
	SBI	BOI	PNB		HD FC		ICI CI		Axis			
9	Descriptive Roll of Claimant in duplicate copy submitted											
10	Previous employment Certificate/Non-Employment Certificate submitted (If required)											
11	Form 5 and 10 submitted (If required)											
12	Guardianship Certificate/ Legal Heir Certificate/Nomination Form (If required or available)											
13	Joint Declaration Copy (If Aadhar is not seeded or any correction in member basic details and service details)											
14	3A Wages for last 12 month of prior to death of the member (If pre ECR period)											
15	The Date of leaving and Reason for exit is to be updated in system.											
16	If member has any previous service, whether it is transferred to present Account? If not, Transfer claim (Form-13) is submitted.											

Pre-UAN Service: YES ☐ NO ☐

Aadhar Seeded: YES ☐ NO ☐

Signature of Accounts Officer