

BRANCH OFFICE

PART I : DETAILS OF DECEASED MEMBER

Social Security Number

Status of Deceased Member

 Pensioner

 Non-pensioner

FULL NAME OF DECEASED MEMBER

Surname

First Name

Other Name (s)

Type of death of non-pensioner

 Death in service

 Death after service

Confirmation of evidence of death

PART II : FAMILY INFORMATION OF DECEASED MEMBER

Marital Status of Deceased Member

 Single

 Married

 Divorced

 Widowed

 Separated

NAMES OF SPOUSE(S) OF DECEASED MEMBER (Attach additional sheets when necessary)	AGE	DEAD OR ALIVE	PREVIOUS OR PRESENT

NAMES OF CHILDREN OF DECEASED MEMBER (Attach additional sheets when necessary)	AGE	DEAD OR ALIVE

PART III : BENEFICIARY INFORMATION FROM RECORDS

NAMES OF BENEFICIARIES	AGE	RELATIONSHIP TO DECEASED MEMBER	% OF BENEFIT	DEAD OR ALIVE

- Is the children's act 560 applicable to The estate? Yes No
- Is the PNDC Law 111 Applicable to the estate? Yes No
- Is court order applicable to the estate? Yes No

PART IV : RECOMMENDED BENEFICIARIES

NAMES OF RECOMMENDED BENEFICIARIES	AGE	RELATIONSHIP TO DECEASED MEMBER	% OF BENEFIT

REMARKS BY INVESTIGATOR

Name of Investigator

Signature & Stamp of Investigator

Date

BRANCH MANAGER'S COMMENTS

Name of Branch Manager

Signature & Stamp of Branch Manager

Date

STUDENTS' LOAN DEPARTMENT'S CERTIFICATION

CURRENT STUDENTS' LOAN STATUS (Please tick where applicable)

- Guarantor
 Beneficiary
 Guarantor & Beneficiary
 Not Applicable
 NOT INDEBTED TO THE SCHEME. Further processing recommended
 INDEBTED TO THE SCHEME. Further processing not recommended until repayment has been made

HEAD OF STUDENTS' LOAN COMMENTS

Name of Head of Students' Loan

Signature & Stamp of Head of Students' Loan

Date

BENEFITS DEPARTMENT'S APPROVAL

- Application Approved
 Application NOT Approved

STATE REASON(S) FOR REJECTION

NAMES OF BENEFICIARIES APPROVED FOR SURVIVOR'S BENEFIT

NAMES OF APPROVED BENEFICIARIES	AGE	RELATIONSHIP TO DECEASED MEMBER	% OF BENEFIT

Name of Head of Benefit

Signature & Stamp of Head of Benefit

Date