**Death Claim Settlement Procedure and Claim forms of the Bank**

1. **For Settlement on death of the customer**

**A.** Claims with nomination for Savings Bank/Current Account/Term deposits

* Annexure **A1** (Claim form)
* Death Certificate
* KYC of the Nominee (Identity and Address proof of the Nominee).

**B. Claims with nomination in respect of Safe Deposit Locker/Safe Custody of Articles**.

* Annexure **A2 (**Claim Form)
* Death Certificate
* Annexure-G (Inventory for Safe Deposit Locker)
* Annexure-I (Inventory for Safe Custody of Articles)
* KYC of the Nominee (Identify of Address proof of the Nominee).

**C. Claims without nomination/legal representation for Savings Bank/Current Account/ Term deposits (where the claim amount is upto Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* Death Certificate
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D(Affidavit)
* Annexure-C(Letter of Disclaimer)
* Annexure-M(Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the Legal Heirs).

**D. Claims without nomination/legal representation for Savings Bank/Current Account/ Term deposits (where the claim amount is more than Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* Death Certificate
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D(Affidavit)
* Annexure-C(Letter of Disclaimer)
* Annexure-E(Letter of Indemnity)
* Annexure-F(Opinion report on Sureties)
* Annexure-M(Applicable if minors are Legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the Legal Heirs).

**E. Claims without nomination in respect of Sale Deposit Locker/Safe Custody of Articles/ release of Jewels pledged for loans (where the claim amount is upto Rs. 1,00,000/-)**

* Annexure-B (Application Form)
* Death Certificate
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D(Affidavit)
* Annexure-C(Letter of Disclaimer)
* Annexure-H(Inventory for Safe Deposit Locker)
* Annexure-J(Inventory for Safe Custody of Articles)
* Annexure-M(Applicable if minors are Legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the Legal Heirs).

**F. Claims without nomination in respect of Sale Deposit Locker/Safe Custody of Articles/ release of Jewels pledged for loans (where the claim amount is more than Rs. 1,00,000/-)**

* Annexure-B (Application Form)
* Death Certificate
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D(Affidavit)
* Annexure-C(Letter of Disclaimer)
* Annexure-H(Inventory for Safe Deposit Locker)
* Annexure-J(Inventory for Safe Custody of Articles)
* Annexure-K(Letter of Indemnity)
* Annexure-F(Opinion report on Sureties)
* Annexure-M(Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the Legal Heirs).

**G. Claims supported by Legal representation (Applicable to Deposits/Safe Deposit Lockers /Safe Custody of Articles)**

* Annexure-B (Application Form)
* Attested copy of following legal representations such as
* Letters of Administration
* Probate of the will of the Deceased
* Certificate issued by Administrator General
* Succession Certificate.
* KYC of the Claimant (Identify and Address proof of Claimant).

**H. Claims based on Will (Applicable to Deposits/Safe Deposit Lockers/Safe Custody of Articles)**

* Annexure-A1 (Application Form)
* Death Certificate
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D(Affidavit)
* Annexure-H(Inventory applicable only for Safe Deposit Locker)
* Annexure-J(Inventory applicable only for Safe Custody of Articles)
* Annexure-E (Letter of indemnity for Savings Bank/Current Account/Term Deposits)
* Annexure-K(Letter of Indemnity for Safe Deposit Locker/Safe Custody of Articles).
* Annexure-F(Opinion report on Sureties)
* Annexure-N (Notarised consent cum no objection letter )
* Annexure-M(Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the Legal Heirs).

**II. For Settlement of claim in respect of missing persons**

1. **Claims with nomination for Savings Bank/Current Account/Term Deposits**

* Annexure A1 (Claim Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities (For claims upto Rs. 1,00,000/-)
* Court Order in lieu of the death of the customer(in case of claims exceeding Rs.1,00,000/-)
* KYC of the Nominee (Identify of Address proof of the Nominee).

1. **Claims with nomination in respect of Safe Deposit Locker/Safe Custody of Articles**

* Annexure A2 (Claim Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities (For claims upto Rs. 1,00,000/-)
* Court Order in lieu of the death of the customer(in case of claims exceeding Rs.1,00,000/-)
* Annexure-G (Inventory for Safe Deposit Locker)
* Annexure-I (Inventory for Safe Custody of Articles
* KYC of the Nominee (Identify of Address proof of the Nominee).

1. **Claims without nomination/legal representation for Savings Bank/Current Account/ Term deposits (where the claim amount is upto Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities.
* Legal heirship certificate, where possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D (Affidavit)
* Annexure-C (Letter of Disclaimer)
* Annexure-M (Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the legal Heirs).

1. **Claims without nomination/legal representation for Savings Bank/Current Account/ Term deposits (where the claim amount is more than Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* Court Order in lieu of the death of the customer
* Legal heirship certificate, where possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D (Affidavit)
* Annexure-C (Letter of Disclaimer)
* Annexure-E (Letter of indemnity)
* Annexure-F (Opinion report on Sureties)
* Annexure-M (Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the legal Heirs).

1. **Claims without nominationin respect of Safe custody/Safe deposit locker/release of jewelrs pledged for loans(where the claim amount is upto Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities.
* Legal heirship certificate, where possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D (Affidavit)
* Annexure-C (Letter of Disclaimer)
* Annexure-H (Inventory for Safe Deposit Locker)
* Annexure-J (Inventory for Safe Custody of Articles
* Annexure-M (Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the legal Heirs).

1. **Claims without nominationin respect of Safe custody/Safe deposit locker/release of jewelers pledged for loans(where the claim amount is more than Rs. 1,00,000/-).**

* Annexure-B (Application Form)
* Court Order in lieu of the death of the customer
* Legal heirship certificate, where possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D (Affidavit)
* Annexure-C (Letter of Disclaimer)
* Annexure –H (Inventory for Safe Deposit Locker)
* Annexure – J (Inventory for Safe Custody of Articles)
* Annexure-K (Letter of Indemnity)
* Annexure-F (Opinion report on Sureties)
* Annexure-M (Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the legal Heirs).

1. **Claims supported by Legal representation (Applicable to Deposits/Safe Deposit Lockers/ Safe Custody of Articles).**

* Annexure-B (Application Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities (For claims upto Rs. 1,00,000/-).
* Court order inn lieu of the death of the customer (In case of claims exceeding Rs. 1,00,000/-)
* Attested copy of following legal representations such as
* Letters of Administration
* Probate of the will of the Deceased
* Certificate issued by Administrator General
* Succession Certificate
* KYC of the Claimant (Identify of Address proof of the Claimant).

1. **Claims based on Will (Applicable to Deposits/Safe Deposit Lockers/Safe Custody of Articles).**

* Annexure-B (Application Form)
* FIR copy for reporting missing of the person.
* Non traceable report issued by the police authorities (For claims upto Rs. 1,00,000/-).
* Court order in lieu of the death of the customer (In case of claims exceeding Rs. 1,00,000/-)
* Legal heirship certificate, wherever possible should be obtained from concerned Revenue authorities with whose jurisdiction the deceased lived.
* Annexure-D (Affidavit)
* Annexure –H (Inventory applicable only for Safe Deposit Locker)
* Annexure – J (Inventory applicable only for Safe Custody of Articles)
* Annexure-E(Letter of Indemnity for Savings Bank/Current Account/Term Deposits)
* Annexure-K (Letter of Indemnity for Safe Deposit Locker/Safe Custody of Articles)
* Annexure-F (Opinion report on Sureties)
* Annexure-N (Notarised consent cum no objection letter)
* Annexure-M (Applicable if minors are legal Heirs)
* KYC of all Legal Heirs (Identify of Address proof of the legal Heirs).

**Download the Claim Forms**:

**Annexure A1** Application from for the Nominee/Guardian of the nominee in the prescribed for Deposits. – View.

**Annexure A2** Application form for Safe Deposit Locker/Safe Custody Articles – View

**Annexure B** Application Form - view

**Annexure C** Letter of Disclaimer- view

**Annexure D** Affidavit- view

**Annexure E** Letter of Indemnity- view

**Annexure F** Opinion Report on sureties- view

**Annexure G** Form of Inventory of Contents of Safety Locker with nomination- view

**Annexure H** Form of Inventory of contents of safe Deposit Locker where no nomination is available- view

**Annexure I** Form of Inventory of articles left in Safe Custody with nomination - view

**Annexure J** Form of Inventory of articles left in Safe custody where no nomination is available - view

**Annexure-K** Letter of Indemnity with respect to delivery of articles kept in Safe Deposit Locker/Safe Custody- view

**Annexure-L** Receipt - view

**Annexure –M** Declaration incase funds are settled in favour of Minor - view

**Annexure-N** Consent cum no objection letter to be executed before a Notary Public- view