

Annex 5 – Claim form for Accounts with nominee / survivorship clause

Application Form for Settlement of Claim in Deposit Accounts / Release of Contents of Safe Deposit Lockers kept by Deceased Customer

(cases with Nomination or Joint Account with survivorship clause)

The Branch Manager

Date: _____

 Bank

 Branch

Dear Sir/Madam,

Sub: Claim as *Nominee/ Survivor for Payment of Balances in the *Deposit Accounts/ Release of Contents of Safe Deposit Lockers kept by Shri/ Smt./ Kum. _____ (Name of *Deceased/ Missing Customer)

1. I/ We _____ (Nominee(s)/ Survivor(s)) hereby declare that I am / we are the *Nominee(s)/ Survivor(s)/ appointed as Guardian of a Minor Nominee / Survivor in the *Deposit Accounts / Safe Deposit Lockers kept by Shri / Smt./ Kum. _____ (Name of Deceased / Missing Customer) who *expired on _____ / is missing/ not traceable since _____.

2. I/ We furnish below the required information about the deceased customer:

- (a) Date and Place of Death _____
- (b) Details of Death Certificate No. _____ dated _____ Authority _____ (copy enclosed).
 (Original to be produced for verification)
- (c) Age (as on the date of death) : _____ Yrs.
- (d) Marital Status (as on the date of death) : Married / Unmarried/ Widow(er)
- (e) Address: _____
 City/ District: _____ PIN: _____ State: _____ Country: _____

3. I/ We, therefore, submit my/ our Claim as Nominee(s)/ Survivor(s)/ Guardian on behalf of Minor Nominee/ Survivor for *payment of the balance with accrued interest in deposit accounts/ release of contents of safe deposit lockers kept by deceased customer as per details given below:

a. Deposit Accounts

Sr. No.	Nature of Deposits (SB/ CA/ TD, etc.)	Account No.	Amount	Date of Maturity (in case of TD)
1.				
2.				
3.				
4.				
Total				

b. Safe Deposit Locker No. _____ Mode of Holding: _____

Details of Articles (if known): _____

4. Details of Nominee(s)/ Survivor(s):

4. I/ We request the bank to transfer the balance payable (after making the required adjustments, set-off, if any) in deposit accounts of the deceased to the account(s) given below:

Sr. No.	Detail of nominee(s)/ survivor(s)		Mobile Number	Email Address	Bank Name, Account Type & Number, and IFSC details
	Name	Address			
1.					
2.					
3.					
4.					

4.2 I/ We request the bank to *release the contents of safe deposit locker to the following persons:

Sr. No.	Detail of nominee(s)/ survivor(s)		Mobile Number	Email Address
	Name	Address		
1.				
2.				
3.				
4.				

4.3 For the minor nominee(s)/ survivor(s), name of such nominee(s)/ survivor(s) and his/ her natural/ legal guardian are given below:

Sr. No.	Name of the Minor Nominee(s)/ Survivor(s)	Date of Birth	Name of the Guardian	Relationship with Minor	Address of the Guardian	Mobile Number and Email address of the Guardian
1.						
2.						
3.						
4.						

5. I/ We undertake that

- (i) I / We shall hold / receive the aforesaid amount / articles in a fiduciary capacity as a trustee of the rightful beneficiary(ies) and any settlement made to me / us shall not affect their rights.
- (ii) The aforesaid *accounts / safe deposit locker are not the subject matter of any dispute and that there is no Court order restraining me/ us from claiming or the bank from settling the claim in my / our favour or otherwise.
- (iii) I/ We authorise the bank to exercise its right to lien and set-off and accordingly, to deduct the outstanding dues which are payable to the bank in relation to credit facilities availed by the Deceased or any other dues payable to the bank, from the balance held by the Deceased in the aforementioned account(s).

6. I/ We have attached the following documents for the purpose of settlement of my/ our claim:

- ☐ *Death certificate (of deceased customer)/ First Information Report (FIR) and the non-traceable report issued by police authorities (in case of missing person)
- ☐ Officially Valid Document in support of the identity and address of the Nominee(s)/ Survivor(s) making the claim.

Note: "Officially Valid Document" (OVD) means the passport, the driving licence, proof of possession of Aadhaar number, the Voter's Identity Card issued by the Election Commission of India, job card issued by NREGA duly signed by an officer of the State Government and letter issued by the National Population Register containing details of name and address.

7. The facts stated above are true and correct to the best of my/ our knowledge and belief.

- 8. ☐ I request to Unblock the UPI ID linked to Deceased holder' Mobile Number since the same Mobile Number is still in use. (applicable only if the same mobile number of deceased customer is registered in another account of relatives)

9. **Name and signature of the *nominee(s)/ survivor(s) who will receive the balance payable/ articles in safe deposit locker/ safe custody:**

Sr. No.	Name of nominee(s)/ survivor(s)/ Guardian of Minor Nominee	Signature/ Thumb impression
1.		
2.		
3.		
4.		

Note:
 In case a claimant is unable to sign, he/ she may place the thumb impression in the presence of a witness known to the bank.

Name and address of witness (in case of claimant(s) placing the thumb impression):

Signature of witness:

*(Delete whichever is not applicable)

Customer's Acknowledgement slip (To be filled in by the Bank Staff)

Received from _____ a request for deceased claim request
 for Account No.(s) _____

Kotak Bank _____ Branch. EMP name _____ and ID _____

Signature of Branch Official with Bank Seal _____ Date: ____/____/____