



Funeral Claim Checklist

Compulsory documents to submit:	Yes/No: -N/A
Funeral claim form	
Certified copy of ID of the principal member	
Certified copy of ID of the deceased	
Certified copy of death certificate	
Certified ID copy of beneficiary (Applicable when principal member is deceased)	
Certified ID copy of the account holder (Applicable when the beneficiary does not have a bank account)	
Notice of death- Bi1663 page 1	
Notice of death -Bi1663 page 2	
Notice of death -Bi1663 page 3 (informant details i.e. signature, ID number, contact details)	
DHA 1680 (Applicable if death was confirmed by traditional leader)	
Page 4 Confidential page:(applicable on still born)	
Bank statement	
Marriage certificate:(Applicable for spouse and in-laws)	
Letter of authority	
Police report (Applicable to all unnatural death)	

- **NOTE ALL COPIES SHOULD BE CLEAR**
- **CORRECT DATE STAMP**