



**P&GS DEPARTMENT, DELHI DIVISIONAL OFFICE-I
6TH FLOOR, JEEVAN PRAKASH;
25 K G MARG, NEW DELHI -110001**

Intimation of Retirement/Death/Leaving Services

Type of Scheme: NGCAB

Master Policy No.---103006297

We would like to submit our claim for payment of the benefit under the superannuation scheme in respect of the following member, who has exited the services of the organization by way of Superannuation/Voluntary Retirement/Resignation/Death. The details of the member are given below for your perusal.

1.	Name of Member (Employee)	
2.	Employee Number	
3.	Date of Birth	
4.	Date of Exit & Date of Joining	
5.	Cause of Exit In case of Death (Original Death Certificate to be attached)	Retirement / Resignation / Withdrawal / Death Please Circle appropriate option
6.	Beneficiary Name(in case of death of employee) & Relationship	
7.	Beneficiary's DOB	
8.	Purchase price(exclusive of GST). Note:- purchase price is the amount on which Annuity amount will be calculated, which will add GST to constitute the amount to be deducted from AAIEDCPS.	Purchase price Rs() <u>GST@1.8%</u> on Purchase price() Total Amount to be deducted from AAIEDCPS)=
9.	Whether option to commute part of pension exercised or not:	NOT APPLICABLE AS PER AAIEDCPS RULES
10. Type of pension Option elected (Initials of the member against the pension option exercised). Option available(As decided by AAIEDCPS)	Option Chosen	
	Sign/Initials of the member	
a) Life Pension		
b) Life Pension With Return Of Corpus		
c)Annuity for life with a provision for 100% of the annuity payable to the spouse on death of the annuitant WITHOUT return of corpus thereafter.		
d)Annuity for life with a provision for 100% of the annuity payable to the spouse on death of the annuitant WITH return of corpus to Nominee thereafter.		

11. If joint life pension is opted, furnish the following details:			
Name of the spouse	Address	Date of Birth	Relationship (Husband/Wife)
12.	Mode of Annuity Payment	Monthly / QLY / HLY / Yearly Please circle appropriate option	
13.	Particulars of Member/Beneficiary(in case of death)----		
	a) Complete Residential Address of correspondence(Don't mention name)		
	b) Permanent Residential Address		
	c) Name of the Nominee		
	d) Relationship with Member/Beneficiary		
	e) Date of Birth of Nominee		
	f) PAN NO(pl attach a copy)		
	g) Adhar No(attach a copy)		
	h) Mobile/Phone no		
	i) E Mail Id		
	j)Bank account details to which pension is to be credited	Name--	
	k)Name of the Bank		
	l)Address of Bank Branch		
	m)IFSC Code(11 Characters of the Bank Branch-As appearing in your cheque book) MICR Code		
	n)Type of Account(Saving/Curren		
	o)Account Number (Pl attach a copy of the cancelled cheque leaf / passbook)		

For Self and Co-Trustees of _AAIEDCPS_Superannuation Scheme.

(Sign. Of Member/Beneficiary)

Signature of The Trustee

(Name & Stamp)

Note: - It very important that appropriate answers are given. Without which the settlement will not be possible.

Discharge Receipt
(To be completed by the Member/Beneficiary)

I, Shri/Smt. _____ received from the Life Insurance Corporation of India the sum of Rs. _____ (Rupees _____) in full satisfaction and discharge of my under mentioned claims and demand under Master Policy No- 103006297

MLY/QLY/HLY/YLY/ pension Installment due (.....to.....)Rs. _____

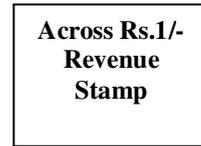
TOTAL **Rs.** _____

Witness

Signature : _____

Name : _____

Address : _____



Signature of the Member/Beneficiary

(To be completed by the Annuitant and kept/Preserved with the Trustee)

NOMINATION

I, Shri/Smt _____ a member of AAIEDCPS Superannuation Scheme hereby appoint nominees in terms of the Nomination Rules governing the fund to received the Pension in the event of my death during the guaranteed period as per the rules of the fund or to receive the Capital refund under Return of Capital Scheme in the event of my death as given below:

Name of the Nominee	Address	Date of Birth	Relationship	Percentage

If the nominee is minor, furnish the details of appointee:

Name & Address of the Appointee	Relationship With Nominee	Date of Birth	Signature of the appointee

I further agree and declare that upon such PENSION payment or RETURN OF CAPITAL amount, the Corporation will be discharged of all liability in this respect under the Master Policy No 103006297

Place:

Date:

Signature of Member / Beneficiary

Counter Signature by the Trustee
Seal of the Trustee

Document Checklist-Annuity Plan-wise list of documents to be submitted by the Annuity Applicant

Annuity Plan Selected	Documents Required per Annuity Plan under different options
Annuity for Life	<p>Four Sets of Claim form (in original) Self-Attested Copy of AAI Identity Card Self-Attested Copy of Last Pay Slip Self-Attested copy of PAN card of primary Annuitant Self-Attested copy of Aadhar card of primary Annuitant Cancelled Cheque (Printed name of the Annuitant) Photograph of primary Annuitant</p>
Life Annuity with Return of Purchase Price	<p>Four Sets of Claim form (in original) Self-Attested Copy of AAI Identity Card Self-Attested Copy of Last Pay Slip Self-Attested copy of PAN card of Primary Annuitant Self-Attested copy of Aadhar card of Primary Annuitant Cancelled Cheque (Printed name of the Annuitant) Photograph of primary Annuitant</p>
Joint Life Annuity	<p>Four Sets of Claim form (in original) Self-Attested Copy of AAI Identity Card Self-Attested Copy of Last Pay Slip Self-Attested copy of PAN card of primary Annuitant and secondary Annuitant Self-Attested copy of Aadhar card of primary Annuitant and secondary Annuitant Cancelled Cheque (Printed name of the Annuitant) Photograph of primary Annuitant and secondary Annuitant</p>
Joint Life Annuity with Return of Purchase Price	<p>Four Sets of Claim form (in original) Self-Attested Copy of AAI Identity Card Self-Attested Copy of Last Pay Slip Self-Attested copy of PAN card of primary Annuitant and secondary Annuitant Self-Attested copy of Aadhar card of primary Annuitant and secondary Annuitant Cancelled Cheque (Printed name of the Annuitant) Photograph of primary Annuitant and secondary Annuitant</p>

Note: It is mandatory to submit all the requisite documents pertaining to the Annuity plan selected. Please note incomplete documents will lead to rejection of Annuity forms by the Annuity Service Providers.