



# SANCHAR NIGAM EXECUTIVES' ASSOCIATION.

To,

General Secretary,  
Sanchar Nigam Executives' Association  
B-11/1& 2, Double Storey,  
Ramesh Nagar, New Delhi-110015

**Sub: Welfare Claim of SNEA member late Shri/Smt.....**

Dear Comrade,

With heavy heart it is to inform you that Shri. ....  
Desgn.....who was a bonafide member of our Association, passed away on.....

I, Shri. .... DS SNEA ..... District, hereby place the  
claim of Rs.1, 00000 (Rupees One Lakh Only) to be paid to the nominee of deceased member  
under the SNEA Welfare Scheme. His/Her details along with details of Nominee are attached as  
Annexure-I

Comradesly yours,

**District Secretary**

Signature:

Place & Date:

Name:

District:

Address:

**Counter Signed by**

**Circle Secretary**

Signature:

Place & Date:

Name:

Circle:

Address:

**Sub: Details information about Welfare Claime of SNEA member late Shri/Smt .....**

Sr	Particulars	Details
<b>A</b>	<b>Details of Deceased Member</b>	
1.	Name	
2.	Office Designation	
3.	Date on which death occurred	
4.	Working District Branch & Circle	
5.	The last Month of deduction of SNEA membership from salary	
6.	Aadhaar card Number	
7.	PAN Number	
<b>B</b>	<b>Details of Nominee</b>	
1.	Name (in Block Letters)	
2.	Relation with Deceased Member	
3.	Address:	
4.	Bank Account Number	
5.	Name of Bank	
6.	Branch & IFSC Code	
7.	Signature with date	
<b>C.</b>	<b>Documents Attached</b>	<b>Check List ( Xerox Copies attached)</b>
1.	Death Certificate of late Comrade	
2.	BSNL Indentity Card of Deceased	
3.	Aadhar Card of Deceased	
4.	Last salary Certoificate showing deduction of SNEA Membership	
5.	Aadhar Card of Nominee	
6.	PAN Card of Nominee	
7.	Crossed Cheque of Nominee	
8.	Document establishing relationship of deased and nominee	

We hereby certify that the pariculars mentioned above are true and correct. Incase, any mistake is found in the later date, we shall take the full responsibility for the refund of the said amount in full to SNEA, CHQ.

**With warm regards,**

**Signature**

**Name**

**Date & Place**

**District Secretary**

**Desgn**

**Circle Secretary**