

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

To,

The Claims Department
SBI Life Insurance Company Limited
[Relevant Branch Address]
[City, State, Zip Code]

Subject: Death Claim Notification for Policy No. [Policy Number]

Dear Sir/Madam,

I, [Your Name], am writing to formally notify you of the unfortunate demise of [Deceased's Name], who held a life insurance policy with SBI Life Insurance (Policy No. [Policy Number]). The insured passed away on [Date of Death] due to [Cause of Death].

I request the processing of the death claim as per the policy terms. Attached are the necessary documents to support this claim:

1. Copy of the death certificate
2. Original policy document
3. Claim form (duly filled)
4. [Any other relevant documents]

Please let me know if any additional information or documentation is needed. I appreciate your prompt attention to this matter.

Thank you.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Relationship to Deceased]