

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

The Branch Manager

State Bank of India

[Branch Address]

[City, State, Zip Code]

Subject: Application for Death Claim Settlement

Dear Sir/Madam,

I am writing to formally request the settlement of the death claim for my [relation, e.g., father, mother, spouse], [Deceased's Full Name], who held a savings account (Account No: [Account Number]) with your esteemed bank.

Details of the deceased are as follows:

- Full Name: [Deceased's Full Name]
- Date of Birth: [Deceased's Date of Birth]
- Date of Death: [Deceased's Date of Death]
- Relationship to the Claimant: [Your Relationship]

I have attached the following documents to facilitate the processing of this claim:

1. Copy of the death certificate
2. Original passbook/copy of bank statements
3. Identity proof of the claimant
4. Relationship proof (e.g., marriage certificate, birth certificate)
5. [Any additional documents]

I request you to process the death claim at your earliest convenience. Kindly let me know if you require any further information or documentation.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]