

[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 Name], who held an account with your bank (Account Number: [Account Number]) and passed away on [Date of Death].

Enclosed with this letter are the required documents for your reference:

1. Copy of the Death Certificate
2. Copy of the Passbook/Account Statement
3. Identity Proof of Claimant (Myself)
4. [Any other documents required, e.g., KYC, nomination form]

Please process this claim at your earliest convenience. Should you require any additional information or documentation, feel free to contact me.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]