

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

Customer Care

State Bank of India

[Branch Address]  
[City, State, Zip Code]

Subject: Application for Death Claim Settlement - Policy No. [Policy Number]

Dear Sir/Madam,

I am writing to formally initiate the death claim process for the Policy No. [Policy Number] held by my deceased [relation, e.g., father, mother, spouse], [Deceased's Name], who passed away on [Date of Death].

Details of the Deceased:

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

Enclosed are the following documents for your reference:

1. Original Policy Document
2. Death Certificate (original and photocopy)
3. Identity Proof of Claimant (Aadhar/Passport)
4. Address Proof of Claimant
5. Any other supporting documents

I request you to process the claim at your earliest convenience. Please confirm the receipt of this letter and the enclosed documents.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]