

Required Documentation in the Event of a Death

The following documents would need to be provided to the Company in the event of the death of an employee:

1. Nominated beneficiary IDs and dependents birth certificates (certified)
2. Registered estate details
3. Late estate confirmation letter
4. Beneficiary bank account confirmation letter
5. A copy of the death certificate
6. Form from doctor confirming death (BI16633)
7. Deceased ID copy (certified)
8. Copy of the deceased will (if available)
9. In case of an unnatural death, a police report confirming that the beneficiaries are not implicated in the case
10. A copy of the marriage certificate (certified)
11. If divorced, a copy of the divorce or maintenance order
12. Spouses' latest payslip
13. If the dependent is a minor, a letter from the school confirming that the child is a learner. The letter should also confirm the grade and school fees
14. An affidavit to confirm guardianship, if the guardian is not the biological parent or adoptive parent
15. A copy of the guardian's ID
16. The guardian's bank confirmation
17. An affidavit confirming the rand value or a list of items paid by the deceased on a monthly basis for the minor
18. An affidavit and supporting documents confirming disability information and the cost implications
19. Sanlam GLA claim for to be completed
20. Alexander Forbes Distribution of Lump Sum Death Benefit form

Head Office - Building A, Bryanston Corner, 18 Ealing Crescent, Bryanston, 2191

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Vat Number – 4090194863 | Company Registration Number – 2000/014542/07

Director(s): CJ Kock | M Mokgoro (Non-Executive)

www.abecai.co.za