

# CORE BENEFIT

## Funeral Claim Checklist

Claims and Enquiries: 0861 273 883

UniQ Benefit Solutions (Pty) Ltd is an Authorised Financial Services Provider, FSP no. 52006

African Unity Life Limited, a Licensed Life Insurance Company and an Authorised Financial Services Provider, FSP no. 8447

In the event of the death of a...

<b>A. MAIN MEMBER – Standard for all claims</b>	
• Copy of the <b>Application form</b> completed at inception	<input type="checkbox"/>
• FMS <b>Claim form</b> completed in black ink and in block letters	<input type="checkbox"/>
• A copy of the <b>last premium receipt</b> (payslip)	<input type="checkbox"/>
• Certified copy of the computerised <b>Death Certificate</b>	<input type="checkbox"/>
• <b>Abridged death certificate</b> (applicable only to foreigners)	<input type="checkbox"/>
• Certified copy of the computerised <b>Identity Document of the deceased</b>	<input type="checkbox"/>
• Certified copy of the computerised <b>Identity Document of the Main Member</b>	<input type="checkbox"/>
• <b>Marriage Certificate</b> (if spouse is the nominated beneficiary)	<input type="checkbox"/>
• Certified copy of the <b>nominated beneficiaries' computerised Identity Document/s</b>	<input type="checkbox"/>
• <b>Affidavit</b> from beneficiary confirming relationship (Between Main member and beneficiary)	<input type="checkbox"/>
• <b>Affidavit</b> in the event of a surname difference between the Main Member and dependants	<input type="checkbox"/>
• <b>BI 1663</b> (issued by the undertaker or the hospital dependant on where the deceased passed away)	<input type="checkbox"/>
• If claimant is a different person / entity from the beneficiary (3rd party payments), please attach written authorisation ( <b>affidavit / letter of authority from the court</b> ) from beneficiary for claimant to receive the respect claim amount	<input type="checkbox"/>

<b>B. SPOUSE – Additional information to A</b>	
• Certified copy of the <b>main member's</b> computerised <b>Identity Document/s</b>	<input type="checkbox"/>
• Certified copy of the <b>Marriage Certificate</b>	<input type="checkbox"/>
• Any other <b>proof of marriage</b> (dated, signed and stamped by the institution):	
o Certified letter from the tribal chief / tribal law council	<input type="checkbox"/>
o Certified letter from a church confirming marriage on the church's letterhead	<input type="checkbox"/>
• Proof of <b>joint account</b> or account that is addressed to both the main member and the deceased at the same time	<input type="checkbox"/>

<b>C. FOREIGN SPOUSE – Additional information to A and B</b>	
• <b>Supporting documents</b> – submit one of the following together with the claim:	
o <b>Work permit</b> ; or	<input type="checkbox"/>
o Fully explained <b>statement under oath</b> of why a bar coded Identity Document was not issued for the deceased; or	<input type="checkbox"/>
o Full <b>contact details of the funeral parlour</b> where the deceased is held as the underwriter will contact the parlour for confirmation of the death / funeral	<input type="checkbox"/>

<b>D. CHILD – Additional information to A</b>	
• A copy of the <b>BI-1663</b> (Notice of death by the hospital or undertaker)	<input type="checkbox"/>
• <b>Birth Certificate</b>	<input type="checkbox"/>
• <b>Clinic card / Doctor letter</b> to confirm pregnancy (only applicable to stillborn child)	<input type="checkbox"/>
• <b>Clinic card</b> of the child; or	<input type="checkbox"/>
• The <b>Baptismal Certificate</b> of the child; or	<input type="checkbox"/>
• The <b>last school report</b> of the child; or	<input type="checkbox"/>
• <b>Affidavit</b> from both parents	<input type="checkbox"/>
• Certified copy of both parents <b>Identity Documents</b>	<input type="checkbox"/>

<b>E. IMPORTANT INFORMATION</b>	
If the beneficiary can only obtain a handwritten death certificate from the Department of Home Affairs, then the deceased did not have a South African bar coded Identity document.	
The following supporting documents must then be submitted together with the claim:	
• A fully explained <b>statement under oath</b> of why a bar coded Identity Document was not issued for the deceased; or	<input type="checkbox"/>
• A detailed <b>letter from the Department of Home Affairs</b> explaining why the person is / was not registered	<input type="checkbox"/>
• In the event that a <b>STUDENT</b> passed away please attach to the claim:	
o A certified copy of <b>proof of fulltime registered student</b> if applicable; and	<input type="checkbox"/>
o <b>Proof of schooling</b> – proof that it is a registered academic institution	<input type="checkbox"/>

African Unity Life Limited reserves the right to change the documentation requirements from time to time or to request additional documentation where necessary on a case by case basis.