

Kumari Bank Retirement Fund.
Bagbazar, Kathmandu

Date:.....

Application for reimbursement of mourning allowance.

Dear Sir/ Madam,

This is to inform you that my father/mother has expired dated..... Hence, would like to claim for the mourning allowance as per the rule of the Kumari Bank Retirement Fund .Kindly request you to issue cheque /credit the proceed in my Saving/ Current account no..... maintained with Kumari Bank Ltd.

Name of Account Holder (Applicant):.....
PF/RF/GF Account Number:.....
Name/Code of Employer (Institution):.....
Father's Name:.....
Grand Father / Husband's Name:.....
Address:.....
Office ID Card No:..... Pan No:.....
Mobile Number:.....

Thumb Impression

Right	Left

Signature of Account Holder(Applicant)

Signature: Name: Designation: Seal of Institution:	Recommendation of	
	Employer Institution	Kumari Bank Branch

Note:

1. If husband/wife both are account holder, then only one can enjoy the facility and should be claimed within 45 days from the date of expiry of parents.
2. Should be regularly contributing from one year to claim for facility.
3. Documents to be submitted on compulsory basis:

(I)	Copy of death certificate	(III)	Copy of relationship certificate
(II)	Copy of citizenship of contributor	(IV)	Other documents if required.

For Kumari Bank Retirement Fund's use only

On the basis of documents provided by account holder/contributor, Fund has decided to reimburse Rs 8,500.00 by deducting 15% tax on Rs. 10,000.00 as per the rule of KBRF to provide mourning allowance to its contributors.

Prepared by

Checked by

Approved by