Easy guide to complete the
Funeral Claim form

- To apply for a funeral claim, the Funeral Claim form must be completed and submitted to us.

In addition to the completed form, we also need the following supporting documents to process your request:

- **Proof of identity for the claimant**
  - Copy of South African identity document; or
  - Copy of passport; or
  - Copy of birth certificate)

- **Proof of identity of the deceased**
  - Copy of South African identity document; or
  - Copy of passport; or
  - Copy of birth certificate

- **Proof of bank account details into which the claim will be paid**
  - Bank statement stamped by bank; or
  - Cancelled cheque; or
  - Salary advice with full account number
  The above should not be older than 3 months.

- **Certified copy of death certificate of the deceased.**

- **Fully completed police report, if the cause of death is unnatural, accidental or suicide**

- **Copy of BI-1663 or DHA-1663 or BI-1680**

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1 **Complete the form and agree to Ts & Cs**

- **This is an electronic form with fillable fields.**
- To complete the form, simply click on the text field or checkbox.
- Complete all the required information on the form.
- Please read and agree to the Terms and Conditions.

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2 **Submit the documents**

- Once completed, you can send the form and all supporting documents to us by:
- Email: **deathclaims@sanlamsky.co.za**; or
- Fax: **+27 (0) 11 388 3011**
- Please remember to submit all supporting documentation with your form, as we will not be able to process your request without these.

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3 **What to expect**

- We will send you a notification once we receive your form.
- We will process your instruction once we receive all the required documents.
- You will receive confirmation once your instruction has been processed.

SANLAM

Sanlam

Funeral claim form

To claim, please complete this form and send it back to us by post; email; fax or hand it in at your nearest Sanlam Client Service Centre. Our contact details are:

Physical address	Sanlam Business Park, 13 West Street, Houghton, 2198
Postal address	PO Box 1941, Houghton, 2041, South Africa
Email	deathclaims@sanlamsky.co.za
Telephone	0861 235 433
Fax	011 388 3011

Attach the following documents to the completed claim form:
1. Certified proof of identity for the claimant (certified copy of ID or certified copy of birth certificate or certified copy of passport)
2. Certified proof of identity for the deceased (certified copy of ID or certified copy of birth certificate or certified copy of passport)
3. Proof of bank account into which the claim will be paid (bank statement stamped by the bank or cancelled cheque or salary advice)
4. Certified copy of death certificate of the deceased
5. Fully completed police report, if the cause of death is unnatural;accidental; or suicide
6. Certified copy of BI-1663 or DHA-1663 or BI-1680.

A. Details of claimant

Policy Number _____

Surname		Title and initials	
Full names		Contact number	
Date of birth	Y Y Y Y / M M / D D	Passport / ID number	
Email		Relationship to the deceased	
Postal address			
			Code
Residential address			
			Code

B. Details of the deceased

Surname		Title and initials	
Full names		Passport / ID number	
Last known address			
			Code
Date of birth	Y Y Y Y / M M / D D	Date of death	Y Y Y Y / M M / D D
Cause of Death	☐ Natural	☐ Accident	☐ Suicide
Death certificate serial number		BI-1663 or DHA-1663 serial number	

C. Bank account details to which policy benefit must be paid

Account holder			
Bank name		Branch	
Account number		Branch number	
Account type	☐ Savings	☐ Cheque	☐ Transmission

Y Y Y Y / M M / D D

Signature of claimant	Date

E. Declaration by claimant

Should any benefits be payable to me, I, the undersigned, authorise Sanlam Developing Markets Limited to pay the benefits into the above account, and release Sanlam Developing Markets Limited from any responsibility and/or further claims from this policy, if payment is made into an incorrect bank account that I gave.

Y Y Y Y / M M / D D

Signature of claimant	Date