



NJMPF

KwaZulu-Natal Joint Municipal
Pension/Provident Funds

DEATH CLAIM GUIDE

This guide provides as a step-by-step guidance of claiming a death benefit. At NJMPF we are dedicated to provide you with all the assistance and guidance thank you may need during this difficult time. We are here to assist you with the paperwork and make the process easier. Below is a brief description of each claim form and its purpose:

CLAIM FORM 1 DETAILS OF DECEASED	This claim form is to inform the Fund that a member has passed away. This form must be completed in full and be accompanied by a copy of the deceased's death certificate and ID. The spouse or a family member can complete this form.
CLAIM FORM 2 SPOUSE / LIFE PARTNER / GUARDIAN	This claim form is be completed by the spouse / life partner of the deceased as well as any guardian who is claiming on behalf of a minor child of the deceased.
CLAIM FORM 3 CHILDREN	This claim form contains all the information regarding the children of the deceased. If the child is a minor, the form must be completed by the guardian on behalf of the minor. This form is also applicable to major children of the deceased who were dependent.
CLAIM FORM 4 OTHER DEPENDENTS	This form must be completed by any other dependents that the deceased may have has, e.g. nieces, siblings, parents. If the dependent is a minor, the guardian of the dependent must complete this form on behalf of the minor.
CLAIM FORM 5 NON-DEPENDENTS	This form bust be completed by any people who were not dependent on the deceased and therefore do not wish to claim.
CLAIM FORM 6 POLICE REPORT	Should the deceased have passed away due to unnatural causes, the investigating officer must complete this form.

**ENSURE THAT THE LAST PAGE OF EACH CLAIM FORM IS STAMPED BY A
COMMISSIONER OF OATHS**

Your Anchor in Uncertain Storms