

Business Lines	Product	Requirement	Reason
		Basic requirements:	
		Standard claim form duly authorised in terms of contract	Formal summary and proof of intended claim details and signature of claimant / employer as well as bank details of payee / Confirms claimants relationship to deceased
		Original certified copy of death certificate	Official confirmation of death (handwritten death certificates must always be accompanied by an explanation letter from Home Affairs)
		Certified copy of the deceased ID or smart card ID copies of both sides	To verify details of life assured
		BI-1663 (all 3 pages of the form completed by the doctor at the time of death)	Proves that body has been identified as that linked to policy / fraud prevention / validation of death details / confirm with Dr, Hospital and parlour/ update ASISA register
Funeral	Group Funeral	Basic requirements plus:	
		Original certified copy of ID of beneficiary / claimant	To correctly identify payee
		Marriage certificate / proof of relationship between the deceased and beneficiary	If deceased is a child, spouse or extended family member - to pay correct benefit / insurable interest
		Proof of bank account details for the payment of benefit of beneficiary	Bank details clear and accurate / ensure correct payments (not older than 3 mnths) or cancelled cheque
		Funeral Parlour invoice and / or banking details (if payable to funeral parlour and discharge is completed and signed)	Required on std claim form as well as bank statement (not older than 3 mnths) or cancelled cheque
		Proof of membership	Ensure data is up to date and deceased is on data / To ensure payment of valid claims
		Last payslip/s prior to date of death	Confirms salary, premium payment and employment status at event date
		BI-1680 (may be requested if required)	The BI-1680 is requested when the deceased passed away at home and was buried at home without consulting a Medical Practitioner and no parlour was used (mostly rural area claims). This is to verify that the deceased existed and lived in the area and is signed by the Traditional Leader of the specific area
		Police Report	A police Report or accident report is required for Confirmation of cause of unnatural accident/ case number/contact details of investigating officer