

So/-

APPLICATION FOR THE DEATH CERTIFICATE VERIFICATION

To,
The District Collector,
East District, Gangtok.

Sir,
On the basis of the following information and documents enclosed I may be granted death verification certificate as per details here under:

- 1. Name of Informant ;
- 2. Name of Deceased Person : (Late).....
- 3. Name of Deceased Father / Husband of Deceased.....
- 4. Date of Death..... 5. Place of Death.....
- 6. Age of Deceased ;
- 7. Address ;
- 8. G.P.U.

Documents enclosed in original/attested form.

- a) Death Report Form.
- b) B.R. No. dt :MH-0070/LR.
- c) SSC / COI / Citizenship Certificate / any other.
- d) Electoral Card.
- e) MLA recommendation/ Panchayat Report
- f) Police Report (in UD and other related Cases)
- g) Certificate of Medical Officer or Autopsy / Hospital Certificate.
- h) Passport No.(For Foreign National) Only.

Signature & name of Informant.

Strike out whichever not applicable.

Date :

Place :

PROCESS SHEET FOR DEATH CERTIFICATE.

A. The following attested/ Certified documents have been submitted by the applicant.

1. SSC/COI/Citizenship Certificate.
2. MLA recommendation/ Panchayat Report.
3. Police Report.
4. Certificate of Medical Action, if any.
5. Br. No.....dated :.....

Submitted for approval.

Dealing Assistant.

B. Remark if any.

Office Superintendent.

C. Orders.

District Collector, East.

D. Follow up Action :.....

- a) Entries in issue register made vide No.dated :.....
- b) Issue No. entered in Certificate . Yes / No.
- c) Certificate issued after taking proper receipt. Yes / No.

Dealing Assistant.