

**DECEASED CLAIMANT LETTER**

Date:

To,  
The Manager,  
State Bank of India  
New York Branch.

Dear Sir / Madam,

This is to notify the bank that my \_\_\_\_\_ (Relationship with deceased) \_\_\_\_\_  
(name of Deceased), has an account in your bank Account Number \_\_\_\_\_.

On \_\_\_\_\_ (Date of death of account holder), he/ she passed away. I would  
request the bank to close all the bank accounts at your branch and issue the official check in my name or  
name of Estate of \_\_\_\_\_. My details are listed below:

**Name of Claimant:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

I have enclosed the copy of the following documents:

1. Affidavit of Deceased
2. Original Death Certificate
3. Certificate of Appointment of Executor by State of \_\_\_\_\_ (certified copy)- if applicable
4. Last Will and Testament – if applicable
5. ID Proof of Claimant
6. Address Proof of Claimant

Please let me know if any other documents are required for claiming the amount of deceased. Request  
you to kindly process the request on priority.

Yours sincerely,

\_\_\_\_\_ (Signature of Claimant)

\_\_\_\_\_ (Name of Claimant)