

O. C. S. (PENSION) FORM 12

[See rule 72 (2)]

APPLICATION FOR GRANT OF DEATH GRATUITY ON THE DEATH OF A GOVERNMENT SERVANT

(To be filled in separately by each claimant and in case the claimant is minor, the Form should be filled in by the guardian on his/her behalf, Where there are more than one minor, the guardian should claim gratuity in one Form on their behalf.)

1. (i) Name of the claimant in case he is not minor
(ii) Date of birth of the claimant
2. (i) Name of the guardian in case the claimants are minors
(ii) Date of birth of the guardian
3. (i) Name of the deceased Government Servant in respect of whom gratuity is being claimed
(ii) Date of death of Government servant
(iii) Office/Department in which the deceased served last
4. Relationship of the claimant/guardian with the deceased Government servant
5. Full Postal Address of the claimant/guardian
6. (i) Where gratuity is claimed by the guardian on behalf of minors, the name of the minors, their age, relationship with the deceased Government servant, etc.:—

Sl. No.	Name	Age	Relationship with the deceased Government servant	Postal Address
(1)	(2)	(3)	(4)	(5)

- 1.
- 2.
- 3.
- 4.

(ii) Relationship of the guardian with minor

7. Name of the Treasury or Sub-Treasury or Special Treasury at which payment is desired

Signature/Thumb impression
of the claimant/guardian.

8. Two specimen signatures * or left hand thumb and finger impressions of the claimant/guardian duly attested.

(To be furnished in a separate sheet)

9. **Attested by

Name

Full Address

Signature

(i)

(ii)

- 10 Witnesses—

(i)

(ii)

*To be furnished in case the applicant is not literate enough to sign his name

**Attestation should be done by two Gazetted Government servants or two or more persons of respectability in the own, village or Pargana in which the applicant resides.