SBI Life INSURANCE
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Checklist for Fund Transfer Surrender

FT Documents: RHO ☐

NRI ☐ / NON-NRI ☐ Country of Residence:

Surrender refund request received on Date : ______

Surrender Policy Number (s) : ______

Name of Policy holder : ______

New Proposal Number : ______

Name of New Proposer with Relationship : ______

Premium Amount : ______

Check Points :

1. Customer Walk-In (For "walk-in waiver" approval from competent authority is required & OPD is mandatory) Yes/ No
2. Consent for Fund Transfer received Yes/ No
3. Signature verification done Yes/ No
4. OPD Yes/ No
5. KYC documents of the proposer / life assured received Yes/ No
6. DC mandate form Yes/ No
7. Bank account proof Yes/ No
8. Duly filled proposal form received Yes/ No
9. RD's approval is enclosed Yes/ No
10. Fund Transfer to new proposal in favour of ☐ SELF / ☐ SPOUSE / ☐ CHILD

If answer to any of the above mentioned questions is "No" or blank then Fund Transfer will be rejected

FT Calling Remark (Please tick) : ☐ Positive ☐ Negative

Calling done on : Tel / Mobile No. on______ time______

Date: D D M M Y Y Y Y PC

Signature of the Official: ______

Name of the Official:

Employee Code: Designation (RM-OCR/RPS-Head / HPC Head)

Note : Checklist for fund transfer cases is to verified and attested by RM-OCRH/ RPS Head / HPC Head only.