

## SOUTHERN RAILWAY

No.

Divisional Office,  
Personnel Branch,  
Madurai

Date: \_\_\_\_\_

SMR/

Sub: Funeral Advance arrangement — reg

Ref:

Kindly arrange for immediate payment from your station collections, a sum of Rs 25,000/- (Rupees Twenty five thousand only) being the Funeral advance to \_\_\_\_\_ Wife / Son / Daughter / Mother of (late) \_\_\_\_\_ Designation \_\_\_\_\_ PF No. \_\_\_\_\_ expired on\_at\_hrs at \_\_\_\_\_ (Place) due to \_\_\_\_\_ and he is residing at \_\_\_\_\_ Funeral advance may be arranged on proper identification by \_\_\_\_\_ after obtaining a letter of undertaking from her before payment that, she agrees to deduct the above advance from settlement dues and forward the same to this office. It should be certified by the supervisory officials concerned that the deceased employee was in service on that date and no orders is pending to be issued for removal/ dismissal.

Sr.Divisional Personnel Officer  
Madurai Division

Copy to . Sr.DFM/MDU :- The amount may be debited in 'E' deposits. Funeral advance not bearing any interest.

Copy to \_\_\_\_\_ The amount of Funeral advance may be shown in the LPC as the recovery to be made from the settlement dues

Ch.S&WI/MDU. He will please convey the condolence to the family of the deceased employee. They must be advised to submit the death certificate and Legal heir ship certificate to this office in ORIGINAL for expediting payment of settlement dues.

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Acquittance to Local payment. Received Rs.25,000/-  
(Rupees Twenty Five Thousand Only)

<p>Identified by the beneficiary and explicated the abolie conditions &amp; paid in my presence</p> <p>Signature of the Supervisor :</p> <p>Designation</p> <p>Station</p> <p>Seal and Date</p>	<p style="text-align: center;"><i>Revenue</i></p> <p>Signature of the beneficiary</p>
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Witness with address 1)

2)