



To
The Block Development Officer
 Through the Pradhan-----Gram Panchayat

Sub : Prayer for ex-gratia grant due to loss of life as a result of flood, cyclone, hailstorm, lightning, boat disaster & snake bite

Sir, I/We the under mentioned dependent(s) of deceased-----

who died in an accident described below, hereby apply for payment of ex- gratia for poor families.

Necessary particulars are given below:-

A) PARTICULARS OF DECEASED:

1. Name :
2. Father's/Husband's Name :
3. Village-----P.O.-----District
4. Age (as on accident's) :
5. Sex : Male /Female
6. Occupation :

B) PARTICULARS OF ACCIDENT

1. Nature of accident :
2. Date of accident :
3. Place of accident :
 Village-----P.O.-----District
4. Date & time of death :
5. A) Whether F.I.R is made to P.S.: Yes/No
- B) If so, name of the Police station :

C) PARTICULARS OF DEPENDENTS OF DECEASED:

Sl No	Name & Address	Age	Relation with deceased
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

PROFORMA

Name of the deceased person (with father's/ husband's name)	Address of the deceased person	Cause of death with date	Age	Sex	Name & address of the legal heir(s) of the deceased person	Whether death certificate/petition of legal heir(s) being sent herewith

- i. Recommendation of the Kshudra Silpa-O-tran committee attached to Panchayat samity (in the case of rural area).
- ii. Recommendation of the B.D.O. (in case of rural area)
- iii. Recommendation of the Municipal/Notified Area Authorities (in case of Urban area)
- iv. Recommendation of S.D.O.
- v. Recommendation of DM/ADM.
- vi. Recommendation of Director, Relief, West Bengal / Deputy Director of Relief, Kolkata
- vii. Certificate from DM / Director, Relief, West Bengal that no proposal under the personal Accident Insurance Social Security scheme has been initiated in respect of this case and will not be initiated.