



APPLICATION FORM DEPENDENT CERTIFICATE

Fields marked with (*) are mandatory

(Please paste court fee stamp here)

Details of Letter from the Department :

Letter No.*			
Letter Date*			
Designation*			
Department*			
Address*			
Purpose of Certificate*	<input type="checkbox"/> Job on compassionate grounds	<input type="checkbox"/> Pension	<input type="checkbox"/> Ex gratia

Applicant's Details :

Applicant's Name*	Relation With Deceased*	
Father's/ Husband's Name*	Date of Birth*	
Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender	Aadhaar No	
Mobile No*	E-mail*	

Applicant's Address:

House No / Flat No *	Sector / Village*	
Tehsil / Sub-District*	District*	
State/UT*	Pin Code*	

Details of the Deceased :

Name of Deceased*	Father's/ Husband's Name*	
Gender* <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender	Marital Status*	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
Date of Death*	Mother's Status*	<input type="checkbox"/> Alive <input type="checkbox"/> Deceased
Designation*	Religion*	<input type="checkbox"/> Buddhism <input type="checkbox"/> Hinduism <input type="checkbox"/> Jainism <input type="checkbox"/> Christianity <input type="checkbox"/> Islam <input type="checkbox"/> Sikhism <input type="checkbox"/> Others (Please Specify) →

Address of the Deceased:

House No / Flat No *	Sector / Village*	
Tehsil / Sub-District*	District*	Chandigarh
State/UT*	Pin Code*	Chandigarh

Details of Dependents:

Sr. No.	Name*	Relationship with Deceased*	Age *	Marital Status*	Occupation*	Income* (per annum)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Self-Undertaking

I.....Son/Daughter of Sh. aged resident of, verify that the above contents and supporting documents are correct to the best of my knowledge and belief and nothing has been concealed therein. I am aware that in case the information furnished above is found to be incorrect, I shall be liable for prosecution under Section 177 & 191 of the Indian Penal Code, which stipulates imprisonment and fine.

Date : Signature :

Place: Name :

Photograph of the person applying for the certificate **with cross signature**)

***Without cross signature (half on paper and half on photograph) and signature on undertaking the application will be rejected**

Check List of Requisite Document Required while Applying

(Please check against the document being provided while applying)

Applicant has to bring original documents for verification and scanning at Sampark

1	Application form along with Rs 2/- court fee (1.25 /-)	<input type="checkbox"/>
2	Photograph of Applicant	<input type="checkbox"/>
3	Identity Proof of Applicant	<input type="checkbox"/>
4	Self-undertaking/Affidavit	<input type="checkbox"/>
5	Letter from the Govt. Department addressed to DC Office regarding dependency	<input type="checkbox"/>
6	Death Certificate of Deceased employee in original	<input type="checkbox"/>
7	Residence proof of all the Dependents	<input type="checkbox"/>
8	Date of Birth proof of all the Dependents	<input type="checkbox"/>

Additional Document in Case the Purpose of Dependent Certificate is Pension

1.	Income proof of son/daughter(s) of the deceased having age more than 25	<input type="checkbox"/>
2.	Marital status proof of son/daughter(s) of the deceased having age more than 25	<input type="checkbox"/>

Date:

Signature :

Name :

Undertaking from Sampark Operator

It is hereby certified that the original documents as specified in the above checklist have been personally seen by me and the same have been uploaded in the online application

Date:

Signature :

Name :

Documentary Proof of Address	Documentary Proof of Identity	Documentary Proof of Date of Birth
<ul style="list-style-type: none"> ● Passport ● Telephone (BSNL landline or post-paid mobile bill) on the Name of Applicant ● Election Commission Photo ID card ● Applicant's current and valid ration card ● Aadhaar Card / E-Aadhaar letter issued by government of India. ● Registered Rent Agreement (for a period of more than one year) ● Photo Passbook of running Bank Account (Scheduled Public Sector Banks and Regional Rural Banks only) ● House Allotment Letter ● Revenue Record ● Registered Sale Deed ● Certified Voter List 	<ul style="list-style-type: none"> ● Election Commission Photo ID card ● Aadhaar Card / E-Aadhaar letter issued by government of India. ● Driving License ● Passport ● Arm's License with Photo Graph ● Central Government Health Scheme Card or Ex-servicemen Contributory Health Scheme photo card ● Applicant's current and valid ration card with Photograph ● Photo identity card issued by the Central Government or a State Government or a Public Sector Undertaking ● Pensioner Card having photograph of the applicants ● Certificate of identity in original signed by Member of Parliament or Member of Legislative Assembly or a Gazetted Officer containing duly attested photograph ● Bank certificate in original on letter head from the branch (along with name and stamp of the issuing officer) containing duly attested photograph and bank account number of the applicant(Scheduled Public Sector Banks and Regional Rural Banks only) 	<ul style="list-style-type: none"> ● Birth certificate issued by a Municipal Authority or any office authorized to issue Birth and Death Certificate by the Registrar of Births & Deaths ● School leaving certificate / Secondary School leaving certificate/ Certificate of Recognized Boards from the school last attended by the applicant or any other recognized educational institution ● Passport ● Affidavit sworn before a magistrate stating the date of birth in case of illiterate and Semi-literate(Below Class 5) ● Pan Card