

CHECKLIST FOR DEATH BENEFIT CLAIM

Required Documents
1. Transmittal from C/MLGOO
2. Certified True Copy of Death Certificate
3. Death Benefit Application Form
4. Certificate of Incumbency from C/MLGOO
5. Certificate of Incumbency from Mayor or Punong Barangay
6. Certified True Copy of Marriage Contract <i>(if claimant is Spouse)</i>
7. <i>If claimant is the Child</i>
7.1. Authenticated Birth Certificate of Claimant
7.2. Duly Notarized Affidavit of Waiver or Quitclaim signed by Surviving Spouse and other Children of the Deceased Brgy. Official
8. <i>If Claimant is Sibling:</i>
8.1. Authenticated Birth Certificate of Claimant
8.2. Authenticated Birth Certificate of the Deceased Brgy. Official
8.3. Duly Notarized Affidavit of Waiver or Quitclaim signed by the parent/s and other siblings of the deceased Brgy. Official
9. <i>If claimant is Parent:</i>
9.1 Birth Certificate of the Deceased Barangay Official