

## *Documents required when a member died:*

- Immediately send an e-mail to JUSLA to secure insurance claims form*
- Death Certificate*
- Medical Abstract*
- Obtain Signature of Doctor on the insurance form*
- Office clearance from the member's employer*
- Affidavit of Legal Heirs*
- Special Power of Attorney to the authorized representative*
- Duly filled-up Membership Termination Form to be signed by the authorized representative*
- Photocopies of two (2) valid IDs of the claimant*

*Note: The first four (4) requirements must be submitted as soon as available. Other requirements may be submitted upon securing the office clearance.*