

The Chairperson,
Dzongkhag Welfare Fund Scheme,
Dzongkhag Administration
Dungsum Pema Gatshel

Subject: Claim of Staff Welfare Scheme Grant

Dasho,

I hereby state that Dr/Mr/Mrs/Ms spouse/father/mother/son/daughter/father in-law/mother in-law of the undersigned expired on at Therefore, I request the Chairperson, Dzongkhag Welfare Scheme committee, to kindly sanction the welfare grant as per the scheme By-law. The death certificate and other relevant documents are attached herewith. I, hereby, declare that the above claim is true and in the event of false claim, I may be penalized as per the Dzongkhag Welfare Scheme By-Laws.

Yours faithfully

*Affix Legal
stamp
Signature*

Name of Claimant:
Designation:
Mobile No:

For Welfare Committee USE ONLY

Verified and checked by the undersigned and found the death of his/her spouse/father/mother/son/daughter/father-in-law/mother-in-la late..... Therefore, a grant of Nu..... may kindly be granted in accordance to the Dzongkhag Welfare Scheme By-law.

**Verified By:
Name & Signature**

Chairperson

Executive Secretary

Treasurer