

assignee claim request

Subject: Endowment Claim by Assignee - Policy No. [Policy Number]

Dear Claims Department,

I am writing to claim the endowment benefits as the assignee of the policy mentioned below:

Original Policy Holder: [Original Holder Name]

Policy Number: [Policy Number]

Assignment Date: [Date]

Assignee Name: [Your Name]

Assignment Type: [Absolute/Conditional]

The policy was assigned to me on [Date] through a registered assignment deed executed before [Authority]. The assignment was duly registered with your company and acknowledged vide your letter dated [Date].

Since the policy has now matured/conditions have been met, I am entitled to claim the benefits as the rightful assignee. The assignment was made for [reason - loan security/gift/sale].

Please find enclosed:

- Original assignment deed
- Assignment registration acknowledgment
- My identification documents
- Original policy document
- No objection certificate from original holder (if required)

I request you to process this claim in my favor and credit the proceeds to my account. Please confirm the claim amount and processing timeline.

Should you need any clarification regarding the assignment or require additional documents, please contact me immediately.

Thank you for your cooperation.

Yours truly,

[Your Name]

[Assignee Details]

[Date]

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