

Analyst Initials and Date _____ File # _____ Bene of _____

Retired Death Related Correspondence

Survivorship

_____ 40% Maximum Death Letter \$ _____ Annual, \$ _____ Monthly (Spouse/Child)
_____ Option 2 100% Survivorship Death Letter \$ _____ Annual, \$ _____ Monthly
_____ Option 3 50% Survivorship Death Letter \$ _____ Annual, \$ _____ Monthly

Reserve Remaining/Exhausted

_____ Option 1 Death Reserve Remaining Letter \$ _____ DC _____
_____ Option 1 Reserve Exhausted \$ _____ as of _____ yrs. DC _____
_____ Option 4 Death Reserve Remaining Letter \$ _____ DC _____
_____ Option 4 Reserve Exhausted \$ _____ as of _____ yrs. DC _____

Universal Death Letter

_____ Death Certificate Only
_____ Recall Ach _____ OP/Ck _____ Date _____ AMT _____
_____ Recall Ach _____ OP/CK Only _____ Date _____ AMT _____
_____ Universal Death letter (Other Document requests) See Below for additional Items
_____ Universal Recall/OP Unsuccessful _____

POP UP OPTIONS

_____ 50 % Pop Up Beneficiary Pre-Deceased Letter
_____ 50 % Pop Up Member Deceased Letter
_____ 50% Pop Up Beneficiary Deceased Letter
_____ 100% Pop Up Beneficiary Pre-Deceased Letter
_____ 100% Pop Up Member Deceased Letter
_____ 100% Pop Up Beneficiary Deceased Letter

Mailed Letter: Regular Mail Certified

To: _____ Relationship: Spouse Other

1st Request 2nd Request Final Request

Additional Items:

