

To,  
The Chief District Officer (CDO)  
Zilla Parishad (ZP)  
Kandhamal, Odisha

Subject: Submission of Documents for EPFO Death Claim of Late Shreemanta Kumar Samal

Respected Sir,

I am writing to formally submit the necessary documents required for the processing of the EPFO death claim of my late husband, Shreemanta Kumar Samal, who passed away on 23-03-2025.

In this regard, I have enclosed all the relevant documents as requested by the EPFO Office, Berhampur, with the EPF A/c No. OR/BAM/5661/14-472, for the EPFO death claim.

I kindly request you to review and process these documents at your earliest convenience, so that the EPFO death claim can be finalized and the benefits can be released to the beneficiaries promptly.

I would highly appreciate your kind support and assistance in expediting the procedure, as this matter is of great importance to me and my family during this difficult time.

Should you require any further information or additional documents, please feel free to contact me at the provided phone number or email address.

I look forward to your prompt action in processing the claim.

Thank you for your attention to this matter.

Yours faithfully,

Binapani Samal  
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751002