

LODGEMENT FUNERAL CLAIMS CHECK LIST

1. You need to attach the following MANDATORY DOCUMENTS

- Copy of Birth Certificate/ ID /passport of the deceased.
- Copy of the ID of the family member claiming for the funeral expenses.
- Affidavit attested to by the family member stating how the accident occurred and stating his/her relationship with the deceased.
- Medical Records if the deceased died in hospital.
- Death Certificate
- BI (Body Identification)/ Post Mortem
- Embalming Certificate (If applicable)
- Copy of OAR (Accident Report) reflecting the names of the deceased – Witness statements
- Affidavit by the investigating Officer where the name of the deceased does not appear on the OAR

2. The Invoice from the Parlour must include the following details:

- Invoice Date
- Invoice number
- Name of the deceased
- Stamped by the Parlour
- Signed by the Director of the Parlour
- Travelled kilometers must include place of accident and place of burial

3. Bank Indemnity form must be completed ensure that all these steps are completed

- Bank indemnity must be completed and signed by the claimant and signed and stamped by the bank

WHICH FORM MUST BE COMPLETED?	Yes	No
1. A Blue RAF 1 Claim Form		

WHICH PARAGRAPHS MUST BE COMPLETED?	Yes	No
1. PAR 1 – Personal Details of the Claimant		
2. PAR 2 – Details of Person claiming on behalf of someone else e.g. child		
3. PAR 3 – Bank Details of the Claimant		
4. PAR 4 – Bank Details of the Claimant’s Attorney(s) – if Attorneys used		
5. PAR 5 – Accident Details		
6. PAR 6 – Passenger/Pedestrian/Cyclists Section		
7. PAR 7 – Details of the Car/Motorcyclist the Deceased was driving		
8. PAR 8 – Details of the other vehicle involved		
9. PAR 9 _ Particulars of the deceased		
10. PAR 11 – Details of COIDA – if Deceased was killed while on duty		
11. PAR 12 – Details of any Witnesses		
12. PAR 19 – Compensation/Damages/Money to be claimed		
13. PAR 21 _ Declaration of Consent must be signed by		
14. PAR 22 – Completion of Report by Dr. – if Deceased died later/at hospital		

The RAF covers the following funeral expenses:

Transportation Cost	*Limited to rate per km in cession
Casket/ Coffin	Reasonable amount
Lowering device	
Body preparation	
Body Storage	
Embalming	*Embalming certificate must be produced
Grave Fee	As per Municipality Rate