S.No.	Nature of document/information	Status of submission
1	Policy No	
2	Name of the Recipient (policy holder)	
3	Address of the Recipient (policy holder) (foreign Address)	
4	Status of the Recipient(policy holder) (Individual /HUF /Company)	
5	Telephone no. with ISD code	
6	Email ID	
7	PAN if any	
8	Country to which remittance is to be made	
9	Bank Name & Address	
10	Bank Account Number	
11	Period of stay in India in the fiscal year	
12	Whether order u/s.195 (2) / 195(3) / 197 obtained or not? (Certificate of low rate of TDS issued by income tax dept)	
13	Nature of payout (surrender/death/withdrawal etc)	
14	Details of deduction claimed by the client if any	Financial Year – Amount – Income tax section under which deduction is claimed -

Signature of the policy holder
Date:
Place: