

In Event of Death

A survivorship annuity is NOT PAID AUTOMATICALLY: you MUST apply for it. In most cases, if the deceased was a veteran, he or she is entitled to a burial expense.

In the event of death, notify:

The immediate supervisor of the employee.

The Postmaster.

The Personnel Section, if applicable.

Contact the following:

The Local Union.

The Veterans Administration, if applicable.

Local banks and/or Credit Unions.

Social Security Administration.

All insurance companies.

Internal Revenue and State Revenue Tax Departments.

Safety Deposit Boxes, if any.

Also do the following:

Turn in locker keys, badges, and other postal property to the Postmaster or the immediate supervisor.

Have the mortuary obtain five copies of the death certificate.

Fill out the following papers (available from the Post Office):

a) SF 2800 - Application for death benefits.

b) SF 1155 - Claim for unpaid compensation.

(No designated beneficiary).

c) SF 1153 - Claim of designated beneficiary for unpaid compensation.

d) Claim for benefits, Federal Employees Group Life Insurance.

e) Check for exact amount of annuity for yourself and minor children.

f) If previously married, have divorce papers.

g) If presently married, have marriage license.