

Banaras Hindu University

FORM OF NOMINATION

FORM 12 D

Nomination for Death-cum-Retirement Gratuity

When the employee has a family and wishes to nominate one member thereof.

I hereby nominate the person mentioned below, who is a member of my family, and confer on him the right to receive any gratuity that may be sanctioned by the Indian Institute of Technology (Banaras Hindu University) in the event of my death while in service and the right to receive on my death any gratuity which having become admissible to me on retirement may remain unpaid at my death:

Name and Address of the Nominee	Relationship with the Employee	Age	Contingencies on the happening of which nomination shall become invalid	Name, address and relationship of the person or persons, if any to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the employee or the nominee dying after the death of the employee but before receiving payment of the gratuity	Amount or share of gratuity (in %) payable to each

This nomination supersedes the nomination made by me earlier on.....which stands cancelled.

Dated thisday of20.....At

Signature of Two Witnesses with Name & Address

1.....

Signature of the Employees

Name

2.....

Designation.....

Deptt.....

Note:- The last column should be filled in so as to cover the whole amount/share of gratuity (in %).

Forwarded

Nomination Accepted

Head/Co-ordinator/In-charge

Registrar/Director