

**FORM 19***(Referred to in Schedule XV-Rule 26)***Form of letter to the Accounts Officer forwarding papers for the grant of family pension and death-cum-retirement gratuity to the family of a Government servant who dies while in service.**

No. \_\_\_\_\_

Department/Office \_\_\_\_\_

Dated \_\_\_\_\_

To

The Accountant General,  
\_\_\_\_\_*Subject*-Grant of family pension and death-cum-retirement gratuity.

Sir,

I am directed to say that Shri \_\_\_\_\_ (Designation) \_\_\_\_\_  
\_\_\_\_\_ died on \_\_\_\_\_ His family has become eligible for the grant  
of family pension and death-cum-retirement gratuity. Form 18 duly completed is forwarded herewith for further  
necessary action.

Your attention is invited to the list of enclosures, which is forwarded herewith.

The receipt of this letter may be acknowledged and this Department/ Office informed that necessary instructions for the  
disbursement of family pension and death-cum-retirement gratuity have been issued to the Treasury Officer concerned.

Yours faithfully,

Head of Office.

**List of enclosures.**

1. Specimen signature or left hand thumb and finger impressions of the beneficiary duly attested.
2. Two attested copies of a passport size photograph of the beneficiary.
3. Descriptive Roll of the beneficiary duly attested.