BIRLA INSTITUTE OF TECHNOLOGY
MESRA RANCHI

DATA SHEET FOR MEDI-CLAIM

Centre :   Department :

Emp. Code: Employee Name :

Marital Status :   Married / Single   Joining Date:

Sl. No.	Relationship	Name of the Family Member	Date of Birth (DD/MM/YY)	Gender (Male / Female
1	Wife / Husband			
2	Son / Daughter			
3	Son / Daughter			

Eligibility (1) Self (2) Spouse (Wife/Husband) (3) Dependent children (Maximum two-upto the age of 23 years. However, the Child / Children should be unemployed and unmarried.

In case of both spouses are working in the Institute only one will be covered under the Mediclaim scheme.

I hereby confirm that all the members included in the above list fulfill the eligibility criteria as specified above. The particulars relating to their age, relationship and gender are correct.

Date: (Signature of the employee)

Request for making Changes / Corrections in the existing records
(Due to marriage / Birth of new child etc.)

I request that the following correction may please be made:

Sl. No.	Relationship	Name of Family Member	Date of Birth (DD/MM/YY)	Gender (Male / Female
1	Wife / Husband			
2	Son / Daughter			
3	Son / Daughter			

I hereby confirm that all the members included in the above list fulfill the eligibility criteria as specified above. The particulars relating to their age, relationship and gender are correct.

Date: (Signature of the employee)