

# New Apostolic Church Burial Fund

(Friendly Societies Act Registration Number 13/747/1)

22 May 2023

**Attention:** Rector / Burial Co-ordinator

Dear Rector/Burial Co-ordinator

**RE: IMPORTANT INFORMATION TO SHARE WITH MEMBERS OF THE NAC BURIAL FUNDS SA PERTAINING TO THE CLAIMS SUBMITTED AND SIGNATURES ON THE CLAIM DOCUMENT.**

1. If a claim is received, beneficiary signature will be checked and validated against a BI-1663 or Smart Card ID and if there is a discrepancy claim will be pushed back.
2. If claim is signed electronically or manually however and there is no BI-1663 or Smart Card ID to verify against but supporting documents such as Spouse Marriage Certificate, Child's Birth Certificate, Fingerprint on BI-1663 and Family Relationship is provided this will be accepted and processed in lieu of no other form of validating signature.
3. If the Beneficiary is a 3rd party (not a spouse or child), we will validate all supporting documents, and use the Rector's signature as confirmation that the correct beneficiary has been nominated. Should however, we suspect any anomalies, we have a process in place to engage with the Beneficiary, Rector, Burial Co-ordinator or NAC Administration Head office to request validation and to obtain confirmation and approval.
4. We will not accept names being typed out as valid signature even if it is electronically signed. A valid signature is always a requirement by all parties involved.
5. It is important also to note that Funeral Parlours cannot sign on behalf of the Rector and /or beneficiary on the Claim Form.
6. Should there be a query on the signature for 3rd party payments Point 3 (three) validations will take place accordingly.

This has been agreed to and communicated by the underwriter AUL and is effective with immediate effect.

Kind regards

**Greg de Vries**

NAC Burial Fund SA: Chairman

*For and on behalf of the Executive Committee of NAC Burial Fund SA*

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