

Canada/Saint Lucia Agreement

Applying for a Saint Lucian funeral grant

Here is some important information you need to consider when completing your application.

Please ensure you sign the application. If you are signing with a mark, (for example: "X") the signature of a witness is required.

Your application must be supported by documentation. Please submit the documents requested. Failure to complete the application and provide the requested documentation may result in delays in processing your application.

Where original documents are specifically requested, originals must be submitted with your application. You should keep a certified true copy of any originals you send us for your records. Some countries require original documentation which will not be returned to you.

You may submit the original or a photocopy that is certified as true for any of the documents where originals are not required. It is better to send certified copies of documents rather than originals. If you choose to send original documents, send them by registered mail. We will return the original documents to you. We can only accept a photocopy of an original document if it is legible and if it is a certified true copy of the original. Our staff at any Service Canada centre will photocopy your documents and certify them free of charge. If you cannot visit a Service Canada Centre, you can ask one of the following people to certify your photocopy:

Accountant; Chief of First Nations Band; Commissioner for Oaths; Employee of a Service Canada Centre acting in an official capacity; Funeral Director; Justice of the Peace; Lawyer, Magistrate, Notary; Manager of Financial Institution; Medical and Health Practitioners: Chiropractor, Dentist, Doctor, Naturopathic Doctor, Nurse Practitioner, Ophthalmologist, Optometrist, Pharmacist, Psychologist, Registered Nurse; Member of Parliament or their staff; Member of Provincial Legislature or their staff; Minister of Religion; Municipal Clerk; Official of a federal government department or provincial government department, or one of its agencies; Official of an Embassy, Consulate or High Commission; Officials of a country with which Canada has a reciprocal Social Security Agreement; Police Officer; Professional Engineer; Social Worker; Teacher, University Professor.

People who certify photocopies must compare the original document to the photocopy, state their official position or title, sign and print their name, give their telephone number and indicate the date they certified the document.

They must also write the following statement on the photocopy: **This photocopy is a true copy of the original document which has not been altered in any way.**

If a document has information on both sides, both sides must be copied and certified. You cannot certify photocopies of your own documents, and you cannot ask a relative to do it for you.

Return your completed application, forms and supporting documents to:

International Operations
Service Canada
P.O. Box 2710 Station Main
Edmonton, AB T5J 2G4
CANADA

Disclaimer:

This application form has been developed by external sources in cooperation with Employment and Social Development Canada. The content and language contained in the form respond to the legislative needs of those external sources.

CLAIM FOR FUNERAL GRANT

I hereby apply for Funeral Grant under the National Insurance Corporation Act, 2000, and furnish a Death Certificate and receipts in support of the funeral expenses together with the following particulars:-

1. Name of deceased person _____
2. Nat. Ins. No. _____
3. Date of Birth _____
4. Date of Death _____
5. Cause of Death _____
6. Name of Claimant _____
7. Nat. Ins. No _____
8. Tel. No. _____
9. Date of Birth _____
10. Relation to Deceased _____
11. To the best of your knowledge and belief, are you the only person who will be entitled to make this claim? _____

I declare that the foregoing information is true in all particulars, I understand that a false statement or Misrepresentation makes me liable to a penalty under the National Insurance Corporation Act, 2000

Date

Signature or Mark of Claimant

**If unable to sign, mark X and have it Witnessed by a responsible person
(Lawyer, J.P., Doctor, Civil Servant or permanent establishment, etc)**

Signature of Witness _____

Name of Witness _____

Profession or Occupation _____

Canada / Saint Lucia Agreement

Documents and/or information required to support your application [FB1] for a Saint Lucian funeral grant

Original or certified copies to be submitted:

- Birth certificate for the deceased
- Death certificate
- Receipt of fully paid funeral expenses or statement of intent to pay funeral expenses

Information to be submitted:

- Your contact information, such as your telephone number, email address and fax number, if applicable

IMPORTANT: If you have already submitted any of the documents required when you applied for a Canada Pension Plan or Old Age Security benefit, you do not need to resubmit them.