

**D.P.H.-363**

**Form No.2**

**Death Report Legal Information**

**This part to be added to the death Register**

**To be filled by the informant**

1. Date of Death

(Enter the exact day; month and year the death took place e.g. 1-1-2000)

2. Name of the deceased

: \_\_\_\_\_

3. Sex of deceased

: \_\_\_\_\_

(Enter "male" or "female" do not use abbreviations)

4. (a) Age of the Deceased

: \_\_\_\_\_

(If the deceased was over 1 year of age, give age in completed years. If the deceased was below 1 year of age, give age in months, and if below 1 moths give age in completed number of days, and if below one day, in hours)

(b) Name of the father/husband of the deceased \_\_\_\_\_

(C) Complete address of deceased \_\_\_\_\_

5. Place of Death: \_\_\_\_\_

(Tick the appropriate entry 1,2 or 3 below and give the name of the Hospital /Institution or the address of the house where the death took place . If other place, give location)

- 1. Hospital /Institution name :
- 2. House Address:
- 3. Others place:

6. Informant's name:

Address:

(After completing all columns 1 to 17 informant will put date and signature here:)

Date: \_\_\_\_\_ signature or left thumb mark of the informant

(a) Name of Town/ village: \_\_\_\_\_

(b) Is it down or village:( tick the appropriate entry below)

- 1. Town
- 2. village

(c) Name of District: \_\_\_\_\_

(d) Name of State: \_\_\_\_\_

8. Religion of the family (tick the appropriate entry below)

- 1. Hindu
- 2. Muslim
- 3 Christian
- 4. Sikh
- 5. Any other religion:(Write Name of the Religion)

9. Occupation of the deceased: \_\_\_\_\_ (If no occupation write 'Nill')

10. Type of medical attention received before death: (Tick the appropriate entry below)

- 1. Institutional
- 2. Medical attention other than institution.
- 3. No medical attention

To be filled by the informant

11. Was the cause of death medically certified ?: (tick the appropriate entry below)

- 1. Yes
- 2. No.

12. Name of Disease or Actual Cause of Death: \_\_\_\_\_ (For all deaths irrespective of whether medically certified or not)

13. In case this is a female death, did the death occur while pregnant, at the time of delivery or within 6 (tick the appropriate entry below)

- 1. Yes
- 2. No.

14. If used to habitually smoke for how many years \_\_\_\_\_

15. If used to habitually chew tobacco in any form \_\_\_\_\_ for how many years ?

16. If used to habitually chew arecanut in any form. For how many years ?

17. If used to habitually drink alcohol \_\_\_\_\_ for how many years ?

(Columns to be filled are over. Now put signature at left)

To be filled by the Registrar

Name Code No. Registration No:  
Registration Date:

District Date of Death:

Tehsil Sex 1. Male 2. female

Age: \_\_\_\_\_ yrs \_\_\_\_\_ Moth \_\_\_\_\_ Day \_\_\_\_\_ hrs

(Years/moth/days/hours)

Town/Village Place of Death:

- 1. Hospital/Institution
- 2. House
- 3. Other place

Registration Unit

Name and Signature of the Registrar

**Statistical Information**

(This part to be detached and sent for statistical processing)

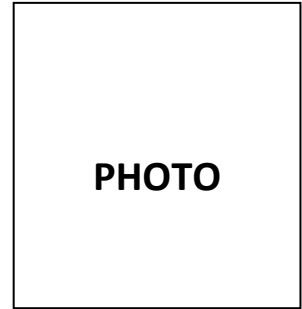
7. Town or village of Residence of the deceased

(place where the deceased actually lived.

This can be different from the place where the death occurred. The house address is not required to be entered.

## Antika – 2

Under state Govt. instructions for Self declaration.



I \_\_\_\_\_ s/o,d/o,w/o. Sh. \_\_\_\_\_

Age. \_\_\_\_\_ year resident of Village/ Town Distt \_\_\_\_\_ Punjab

declare as under that my Son/Daughter Name \_\_\_\_\_ s/o,  
d/o \_\_\_\_\_ was born on \_\_\_\_\_ at Bathinda  
city from my wife.

- 1) We are natural parents and we did not adapt the child.
- 2) No dispute is pending in court or at home between us (husband / wife) regarding this birth of child.
- 3) Smt \_\_\_\_\_ Dai/Nurse helpful my wife in delivery.
- 4) This birth entry was not resisted in India by my me or my relatives
- 5) I have the \_\_\_\_\_ children detail is as blow

Sr. No	Name of child	sex	Date of Birth	No of the child in family
1				
2				
3				
4				

Information given above and in documents attached in my knowledge is true and nothing in this wrong and false . I know that information given by me is false then i am responsible for punishment as per rules regarding false information

Date \_\_\_\_\_

Signature of Applicant

# Municipal Corporation Bathinda

## Birth and Death Branch

### Regarding Death Entry

Information regarding death M.C with in 21 days. The for information is issued from M.C. If the information is given with in time limit (21 days) a death certificate is issued free as per section 12 by M.C.

After the expire of 21 days fee is charged

- 1) With in 30days permission is given by Local Registrar after charging late fee Rs.55/-
- 2) With in one year the permission is given by Distt. Registrar (Civil Surgeon ) with late fee Rs 10/-
- 3) After the expiring of one year permission is given by S.D.M with late fee Rs 20/-

**Death late case / correction case necessary document as proof of detail is as under:-**

Death Late Case	Death Correction Case
1. Application attended by two MC/ two Gazetted officer. 2. copy of residence/ voter card 3. N.A.C 3 year 4. proof of death date or proof of asthi or proof of receipt of woods 5. Form no.2 (in duplicate) attended by 2 MC. 6. 30 days to 1 year affidavit attached by notary & able advocate office one year set of self declaration.	1. Application attached by 2 MC's showing the reason why entry eternal wrong. 2. copy of original certificate issued by MC 3. if death is occurred in hospital then copy of receipt of hospital 4. as no.6 5. if entry wrong then copy of ration card, voter card, pan card, driving license, passport, bank account, electricity bill, telephone bill, gas copy, water bill, insurance policy(any three from above)

- Note:-**1. The death late case/ correction case should be prepared by blood relatives.  
2. All documents should be attested.

### Flow Chart

1. **Late case / correction case (death) after application with proof given by Applicant.**

- |                        |     |                        |
|------------------------|-----|------------------------|
|                        | Day |                        |
| 1. Concerned Assistant | 2   |                        |
| 2. Local Registrar     | 1   | Total 3 (Working days) |

2 **After this case is sent to civil surgeon for permission. After receiving permission.**

- |                        |     |                        |
|------------------------|-----|------------------------|
|                        | Day |                        |
| 1. Concerned Assistant | 2   |                        |
| 2. Local Registrar     | 1   | Total 2 (Working days) |

# Municipal Corporation Bathinda

## Birth and Death Branch

### Regarding Birth Entry

Information regarding Birth M.C with in 21 days. The for information is issued from M.C. If the information is given with in time limit (21 days) a birth certificate is issued free as per section 12 by M.C.

After the expire of 21 days fee is charged

- 1) With in 30days permission is given by Local Registrar after charging late fee Rs.55/-
- 2) With in one year the permission is given by Distt. Registrar (Civil Surgeon ) with late fee Rs 10/-
- 3) After the expiring of one year permission is given by S.D.M with late fee Rs 20/-

**Birth late case / correction case necessary document as proof of detail is as under:-**

Birth Late Case	Birth Correction Case
<ol style="list-style-type: none"><li>1. Application attended by two MC/ two Gazetted officer.</li><li>2. Certificate of Dai/Doctor</li><li>3. School certificate of children in which shows Date of Birth of child.</li><li>4. Rahan Card / Voter card (Mother/Father)</li><li>5. NOC of 3 year from Nanke/ Dadke</li><li>6. Residence proof of birth time.</li><li>7. 30 days to 1 year affidavit attached by notary &amp; able advocate office one year set of self declaration.</li></ol>	<ol style="list-style-type: none"><li>1. Application attached by 2 MC's showing the reason why entry eternal wrong.</li><li>2. copy of original certificate issued by MC</li><li>3. Copy of the record of Dai/ Hospital.</li><li>4. If the name of Mother is wrong, the case will be prepare by mother.</li><li>5. Total No. of children should be shown in self declare form.</li><li>6. 30 days to 1 year affidavit attached by notary &amp; able advocate office one year set of self declaration.</li><li>7. if entry wrong then copy of ration card, voter card, pan card, driving license, passport, bank account, electricity bill, telephone bill, gas copy, water bill, insurance policy(any three from above)</li></ol>

**Note:-1.** The birth late case/ correction case should be prepared by father/Mother, in case of death of mother/father, the case prepared by blood relatives .

**2.** All documents should be attested.

### Flow Chart

**2. Late case / correction case (death) after application with proof given by Applicant.**

	Day	
2. Concerned Assistant	2	
3. Local Registrar	1	Total 3 (Working days)

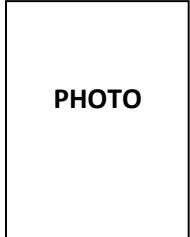
**2 After this case is sent to civil surgeon for permission. After receiving permission.**

	Day	
4. Concerned Assistant	2	
5. Local Registrar	1	Total 2 (Working days)

**To get the service from state Government or under state Govt.**

**Local institutes/Self independent institutions**

**Self Declaration Form**



I..... S/o, W/o.....

Age..... year, resident of.....

Distt....., Punjab to self declare as under.

Information given above and in documents attached in my knowledge is true and nothing in this wrong and false . I know that information given by me is false then I am responsible for punishment as per rules regarding false information on I got benefits to automatically escaped

Date\_\_\_\_\_

Signature of Applicant