

(REVISED-1999)



Life Insurance Corporation of India
(Established by the Life Insurance Corporation Act, 1956)

ANNEXURE 'B'

Name of Division :.....

Proposal No. :.....

KEYMAN QUESTIONNAIRE

1. Name of the Employer Company

2. Detailed nature of business / activities of the company

3. a) Name of the keyman
b) His date of birth

4. a) Status/occupation of keyman
b) Give full detailed of the keyman's duties

5. His academic and professional Qualification

What special knowledge/expertise does keyman
Possess or why the company is so dependent on him.

6. What basis had been used to arrive at the sum proposed?

7. State employer's turnover and gross & year _____
the last 3 years. _____

(G.P.=N.P.+TAX+DEPRECIATION)
[Replies such as "as per balance
sheet and p & I A/c enclosed"
not acceptable. Summary
must be given here.]

TURNOVER
G.profit
Net. Profits

8. What are the realistic immediate &

Future prospects of the keyman?

9. Give details of the keyman's Salary (including commission Payment/profit sharing etc.) Bonus, earned by him during Last 3 years/

year ____ ____ ____
salary :
value of
perks

If any :

10. If the keyman or member of his family, is a shareholder what is the holding in relation of the total issued capital?

No.of shares held % to the total shares issued

Keyman :
Spouse :
Minor Children :
Total : ____ ____ ____

1. What are the details of the keyman's service Agreement? Attach copy of the agreement also.

2. Has the board authorised the purchase of policy? If also, attach the original copy of board resolution.

3. What is the normal retirement date of the keyman?

14. a) Does the company already hold any keyman policies? Name of keyman Pol. No. DOC SA. whether inforce

b) Has the company simultaneously KMI on the lives of any other key Personnel? If so, give details

c) Does company intend to effect keyman insurance policies on the lives of any other key personnel? if so give details

15. Whether the above employee is also considered as keyman in any other company?

if so, give details thereof

16. What permanent health or other sickness insurance Arrangements have been / will be made for the keyman

17. If the company is an unquoted public Limited Company or a private Limited company, Give following details.

- i) Total No. of share holders
 - ii) Total No. of employees
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Place
Date

Signature of Official authorised
in Board Resolution & his seal

ANNEXURE -C

The Sr. Divisional Manager,
LIC Of India,
Divisional office, Mumbai

Dear sir,

Re : Proposal for Rs.
On the life of Shri / Smt.....

With reference to the above proposal submitted by me I have to inform you as follows with regard to my income, insurance particular etc.

1. My P.A. No. for income tax is
2. My yearly income from all sources before tax is as particularised below

i) Salary	Rs.
ii) Dividends	Rs.
lii) Director fees	Rs.
iv) Int. on loans	Rs.
V) share on retained profits	Rs.
vi) Net income from property	Rs.
vii) Agricultural income	Rs.
viii)Any other income (specify)	Rs.

3. The total insurance on my life in force is the extent of Rs.....
4. Total amount of insurance premium per year for the above insurance is Rs.....

I give below information about the income, total insurance In force, total premium amount per year for my family members.

	Yearly Income From all sources	Total Insurance	premium per year	(Before tax)
i) Father				
ii) Mother				
iii) Wife				
iv) Son				
v) Daughters				

Thanking you,

Yours faithfully

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Annexure-D

Special Endorsement to be placed on the policy :

“It is hereby agreed and declared that in the event of the employee of assured leaving the employment of the employer, the within mentioned policy shall be ;

- i) Either surrendered to corporation for its cash value or
- ii) Assigned absolutely in favour of the employee life assured.

It is further agreed and declared that the within mentioned policy shall not be allowed to be assigned to any one except the life assured himself/ absolutely.”

SR./BR.MANAGER

ANNEXURE “A”

Draft of Resolution to be passed by company Board for KMI

Copy of the resolution passed in the meeting of the Board of Directors
of _____ Ltd. Held on _____

Resolved that the company do take key Man Insurance cover in the
year _____ in respect of Shri/Smt./Kum _____
(Designation) of this company for Rs. _____ with all profits, bonuses and
other benefits on the said policy to accure to the company. This policy shall be taken
from the Life Insurance Corporation of India for a term of _____ years, the
premiums of which will be paid by the company to safeguard the company from probable
losses in the event of his/her demise/exit from the company.

Further resolved that Shri/Smt./Kum. _____ (Designation)
of the company be and is authorized to negotiate the terms and conditions with Life
Insurance Corporation of India in this behalf and sign all the papers and documents,
including proposal papers, required by LIC in this behalf.

Certified true copy

For M/s. _____

Signature _____

Designation _____

Date :

Place:

Seal of the company