

## DISABILITY INCOME / WAIVER OF PREMIUMS (DISABILITY) INSTRUCTION PAGE



Dear Claimant,

We are sorry to learn of your disability.

In order for us to process your claim, we require the following:

- 1) Claimant's Statement.
- 2) Clinical Abstract Application Form.
- 3) Doctor's Statement (refer to Note I below).
- 4) Copies of Payslips for the 12 months prior to the commencement of disability.
- 5) A copy of the Tax statement – IR8A form.
- 6) Copies of Medical Certificates.
- 7) Letter from employer to certify that the Claimant is not being paid during the period of disability.
- 8) A copy of the Termination Employment Letter from Employer (if available).
- 9) All available Laboratory and Test Results.

Once we have received all the above required documents, we will process your claim and inform you of the outcome as soon as possible.

### **Note:**

- I) The Doctor's Statement must be completed by your attending doctor and furnished at the expense of the claimant.
- II) Please continue to pay your premiums until we inform you that the claim is admitted.

### **Submission of documents via the following channels**

#### • **Online Form**

Make an online submission with your completed forms and supporting documents via [greateasternlife.com](http://greateasternlife.com) > [Contact Us](#)

#### • **Walk-in or post**

Drop off the completed forms and supporting documents at our customer service centre (address below)

#### • **By Post**

##### **Attention: Claims Department**

The Great Eastern Life Assurance Company Limited 1 Pickering Street  
Great Eastern Centre #01-01  
Singapore 048659

