

<Date>

<NAME>

Dear <NAME>,

**Sub: <Your Policy no. >**

We are glad to inform you that your proposal has been accepted and the Insurance Policy has been issued. We have made every effort to design your Policy information in a simple format. We have highlighted items of importance so that you may recognize them easily.

**Policy documents:**

As an evidence of the insurance contract between HDFC Life and you, the Insurance Policy is enclosed alongside. Please preserve this document safely and also inform your nominees about the same. We are also enclosing alongside a copy of your proposal form and other relevant documents submitted by you for your information and records.

**Option to withdraw:**

In case you are not agreeable to any of the provisions stated in the Policy and the details in the proposal form, you have the option of returning the Policy to us stating the reasons thereof, within 15 days from the date of receipt of the Policy. On receipt of your letter along with the original Policy documents, we shall arrange to refund the premium paid by you, subject to deduction of the proportionate risk premium for the period on cover and the expenses incurred by us on medical examination and stamp duty charges. A Policy once withdrawn shall not be revived, reinstated or restored at any point of time and a new proposal will have to be made for a new Policy.

**Contacting us:**

The address for correspondence is given on the first page of the Policy document. To enable us to serve you better, you are requested to quote your Policy number in all correspondences. In case you are keen on knowing more about our products and services, we would request you to talk to your Certified Financial Consultant who has advised you while taking this Policy. We have also put in place a grievance redressal mechanism for Policyholders. You can reach our Grievance Redressal Officer at [grievance@hdfclife.com](mailto:grievance@hdfclife.com) or at the Corporate Office address mentioned below.

In case you are not satisfied with our response, you can also approach the Insurance Ombudsman in your region whose address is available on our website [www.hdfclife.com](http://www.hdfclife.com).

Thanking you once again for choosing HDFC Standard Life and looking forward to serving you in the years ahead.

Yours sincerely,

Mrs. Metilda Stanley  
Sr. Vice President – Customer Relations

**HDFC STANDARD LIFE INSURANCE COMPANY LIMITED**

Correspondence Address: [Branch Address]

Registered Office: 12th & 13th Floor, Lodha Excelus, Apollo Mills Compound, N .M. Joshi Road, Mahalaxmi, Maharashtra, Mumbai 400 011

Agent/FC details

## **HDFC TERM ASSURANCE POLICY**

**Unique Identification Number : 101N006V04**

This Policy is the evidence of a contract between HDFC Standard Life Insurance Company Limited ('We') and the Policyholder ('You') as described in the schedule here under written. This Policy is based on the Proposal made by the within named Policyholder and submitted to the Company along with the required documents, declarations, statements, applicable medical evidences and other information received by the Company from the Policyholder or on behalf of the Policyholder. This Policy is effective upon receipt, by the Company, of the consideration payable as First Premium under the Policy. This Policy is written under and will be governed by the applicable laws in force in India and all premiums and benefits are expressed and payable in Indian Rupees.

### **HDFC TERM ASSURANCE POLICY SCHEDULE**

**POLICY NUMBER:** \_\_\_\_\_ **Client ID :** \_\_\_\_\_  
**DATE OF COMMENCEMENT OF POLICY:** \_\_\_\_\_

**POLICY HOLDER:**

**LIFE ASSURED:** <NAME>

**DATE OF BIRTH:** <dd/mm/yyyy>

**AGE ON COMMENCEMENT OF POLICY (in Years):** <age in years>

**AGE ADMITTED:** Yes

**PREMIUMS:** Rs. >  
<<Mode:(SI/ECS)>>

**TERM:** <in years >

**BENEFITS:** The Basic benefits and the additional benefits (where applicable) are detailed in the Schedule titled 'Schedule of Benefits' and are governed by the standard policy provisions and additional policy provisions respectively.

**ADDRESS FOR CORRESPONDENCE:**

<b>HDFC Standard Life Insurance Company Limited</b> 11th Floor, Lodha Excelus, Apollo Mill Compound, N. M. Joshi Road, Mahalaxmi, Mumbai - 400 011. Board line no. +91-022-66682666.
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- Installment premium is inclusive of Service Tax and Education cess.

The Stamp Duty (0.2 per 1000 Sum Assured) paid by pay order, vide Receipt no.(X) dated the().

<b>SCHEDULE OF BENEFITS</b>	<b>(Amt in Rs.)</b>
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<b>Basic Benefit(s)</b>	<b>Sum Assured</b>	<b>Premiums</b>	<b>Expiry Date</b> (dd/mm/yyyy)
		<<[Mode Annual/Single]>>	

Term Assurance Death Benefit

**Additional Benefit(s)**

Accidental Death Benefit

**Extra Premium(s) for**

Term Assurance Death Benefit  
Accidental Death Benefit

Note : Taxes payable extra at current rates.

<b>NOMINATION SCHEDULE (Effective Date: 17/09/2003)</b>
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<b>Name</b>		<b>Name</b>	
<b>Date of Birth</b>	<b>Percentage</b>	<b>Date of Birth</b>	<b>Percentage</b>
<b>Address</b>		<b>Address</b>	

**DETAILS OF APPOINTEE**

(applicable where the Nominee is a minor)

**Name**  
**Date of Birth**  
**Address**

**Notes:**

'N.A.' denotes 'Not Applicable'. In the event of death of the Life Assured, the Appointee shall be entitled to receive the money secured by the Policy on behalf of the Nominee during the Nominee's minority. This Nomination Schedule replaces all previous Nomination Schedules issued prior to the effective date noted above.

Signed at Mumbai on date  
For HDFC Standard Life Insurance Company Limited

Authorised Signatory

**SPACE FOR ENDORSEMENTS**

SAMPLE

# HDFC TERM ASSURANCE POLICY

## STANDARD POLICY PROVISIONS

**Unique Identification Number :** 101N006V04

### 1. General

Your Policy will provide a guaranteed amount on death of the Life Assured during the term of the Policy. The amount payable is specified in the Policy schedule. Your Policy is non-participating and no bonuses will be added to the benefits.

The terms "Premium" and "Premiums" used in these Standard Policy Provisions would be deemed to include all taxes, levy and charges applicable on the Policy.

### 2. Benefits

If you pay the premiums that are due, we will pay the following benefits to you or to any other person who is entitled to receive them:

Basic Benefits:

The Sum Assured stated against Term Assurance Death Benefit in the Schedule of Benefits, is payable upon the death of the Life Assured before the expiry date of this Benefit. Upon this payment the Policy terminates and no further benefit becomes payable.

Additional Benefit(s):

The Additional Benefit(s), where applicable, are governed by the respective Additional Policy Provisions forming part of the Policy documents.

Pre-requisites for payment of benefits:

Before we pay the basic benefit under your Policy we will require to be satisfied that the Life Assured, has died before the expiry date; and (in respect of any benefit)

- (i) the answers which were given in the application are correct; and
- (ii) all Policy provisions including any endorsement to your Policy have been met; and
- (iii) the person to whom the benefits are to be paid is entitled to receive them; and
- (iv) all relevant documents in support of your claim have been provided.

For a claim due to the death of the Life Assured these documents would normally include the

- fully completed claim form,
- original Policy document,
- original death registration certificate,
- original certificate of doctor certifying death,
- original certificate of cremation or burial, and
- originals of any medical reports that we consider relevant to the death.

Depending on the circumstances of the death further documents as we might reasonably require may need to be provided.

No benefit is payable on survival to the end of the term of the Policy.

### **3. Payment and cessation of premiums**

- (i) The <<first/full>> premium must be paid along with the submission of your completed application. <<Subsequent premiums are due in full on the date (s) (called here the “Due Dates”) a and at the frequency set out in your Policy schedule.>> We will not accept part payment of the premium. Any statutory levy or charges including any indirect tax may be charged to you either now or in future by the Company and such amount so charged shall become due and payable in addition to the premium and such charge shall be subject to the same terms and conditions as applicable to payment of premium..
- (ii) If any premium remains unpaid after the Due Date, we may lapse your Policy with effect from the Due Date of the first unpaid premium.

### **4. Non-SI/ECS Charge**

Half- yearly and Quarterly frequencies are available only if the SI/ECS mode of payment is chosen. Non SI/ECS mode is available only if the premiums are paid annually. 10% extra of the premium will be charged for all non-SI/ECS premium payments.

### **5. Large Sum Assured Discount**

Policies having Sum Assured greater than Rs 25,00,000 will be entitled to a discount of 35%; and this shall be on the excess of the actual premium over the premium corresponding to a Sum Assured of Rs 25,00,000 (all other parameters – age, gender, term, payment method and payment frequency – being the same).In both cases, the premiums are calculated before the addition of any medical or other underwriting extra Premium.

### **6. Lapsed Policies**

In the case of lapsed policies, the basic benefit will lapse and any additional benefit will be cancelled and no benefit will be payable to you.

### **7. Surrender Value**

The Policy will not at any time acquire a surrender value or a paid-up value.

### **8. Loans**

There is no facility of loans from us against this contract.

### **9. Assignments and Nominations**

Any notice of assignment or change in nomination must be notified in writing to us at our Correspondence Address noted in your Policy schedule.

### **10.Exclusions :**

In case of death due to suicide within 12 months from the date of inception or the date of revival of the policy, the nominee or beneficiary of the policyholder shall be entitled to 80% of the premiums paid, provided the policy in force.

## **11. Incorrect information and non-disclosure**

Your Policy is based on the application and declaration which you have made to us and other information provided by you/on your behalf. However, if any of the information provided is incomplete or incorrect, we reserve the right to vary the benefits, which may be payable and, further, if there has been non-disclosure of a material fact then we may treat your Policy as void from inception.

For your benefit, Section 45 of the Insurance Act, 1938 is reproduced below:

No policy of life insurance effected before the commencement of this Act shall after the expiry of two years from the date of commencement of this Act and no policy of life insurance effected after the coming into force of this Act shall, after the expiry of two years from the date on which it was effected, be called in question by an insurer on the ground that a statement made in the proposal for insurance or in any report of a medical officer, or referee, or friend of the insured, or in any other document leading to the issue of the policy, was inaccurate or false, unless the insurer shows that such statement was on a material matter or suppressed facts which it was material to disclose and that it was fraudulently made by the policy-holder and that the policy-holder knew at the time of making it that the statement was false or that it suppressed facts which it was material to disclose:

Provided that nothing in this section shall prevent the insurer from calling for proof of age at any time if he is entitled to do so, and no policy shall be deemed to be called in question merely because the terms of the policy are adjusted on subsequent proof that the age of the life insured was incorrectly stated in the proposal.

## **12. Insurance Legislation**

This Policy is subject to the Insurance Act 1938, as amended by the Insurance Regulatory and Development Authority Act, 1999, such amendments, modifications as may be made from time to time and such other relevant laws and regulations as may be introduced from time to time.