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Notice of Death

Navigating through financial and legal paperwork after the death of a family member can be overwhelming. We understand this may be a difficult time for you. We're here to help*.

So that we may assist, please provide the documents below and information about yourself and the deceased member.

Please send us the following documents:

- **Death Certificate for the Member**

Request certified copies of the death certificate.

- **Letters of Administration or Affidavit of Heirship**

To obtain these, you will need to contact the Office of the Register of Wills in the jurisdiction where the member resided at the time of death.

Note: If you are listed as a Joint Owner or Beneficiary, we do not require Letters of Administration.

PLEASE COMPLETE AND INCLUDE WITH YOUR DOCUMENTS:

Date:
Your Name:
Your Relationship to Member:
Your Phone Number: Your Mobile Phone number:
Your Email Address:
Your Mailing Address:
Member's Account number:
Are you a joint accountholder with Member: Yes or No

You may contact us Monday - Friday from 8:00 am – 5:00 pm through Online Banking or Mobile Banking (if you are a TEFCU member) or by calling (301) 289-9800, option 1 regarding this form or specific questions regarding the information we are requesting.

Please send the documents securely by using our secure mail portal:

<https://web1.zixmail.net/s/login?b=tefcu>

* The information provided on this document does not, and is not intended to, constitute legal advice; instead, all information is for general informational purposes only.