



Employee Name _____

Employee Number _____

BENEFICIARIES FOR FINAL CHECK IN CASE OF DEATH

The City of Plano provides that, should an employee die, all unpaid compensation due such employee at the time of his or her death, shall be paid to the person or persons surviving at the time of death, in the following order or precedence, and such payment shall be a bar to recovery by any other person of amounts so paid.

First to the beneficiary or beneficiaries designated by the employee, in writing, to receive such compensation filed with the Human Resources Department of the City of Plano prior to the employee's death;

Second, if there be no such beneficiary, to the widow or widower of such employee;

Third, if there be no such beneficiary or surviving spouse, to the child or children of such employee, and descendants of deceased children, by representation;

Fourth, if none of the above, to the parents of such employee, or the survivor of them;

Fifth, if there be none of the above, to the duly appointed legal representative of the estate of the deceased employee or, if there be none, to the person or persons determined to be entitled thereto under the laws of descent and distribution of the State of Texas.

I request that all unpaid compensation due payable by reason of my death be payable to the following beneficiary(ies).

BENEFICIARY(IES)

_____	_____	_____
Name	Relationship	Address

_____	_____	_____
Name	Relationship	Address

ALTERNATE BENEFICIARY(IES)

_____	_____	_____
Name	Relationship	Address

_____	_____	_____
Name	Relationship	Address

Employee Signature

Date