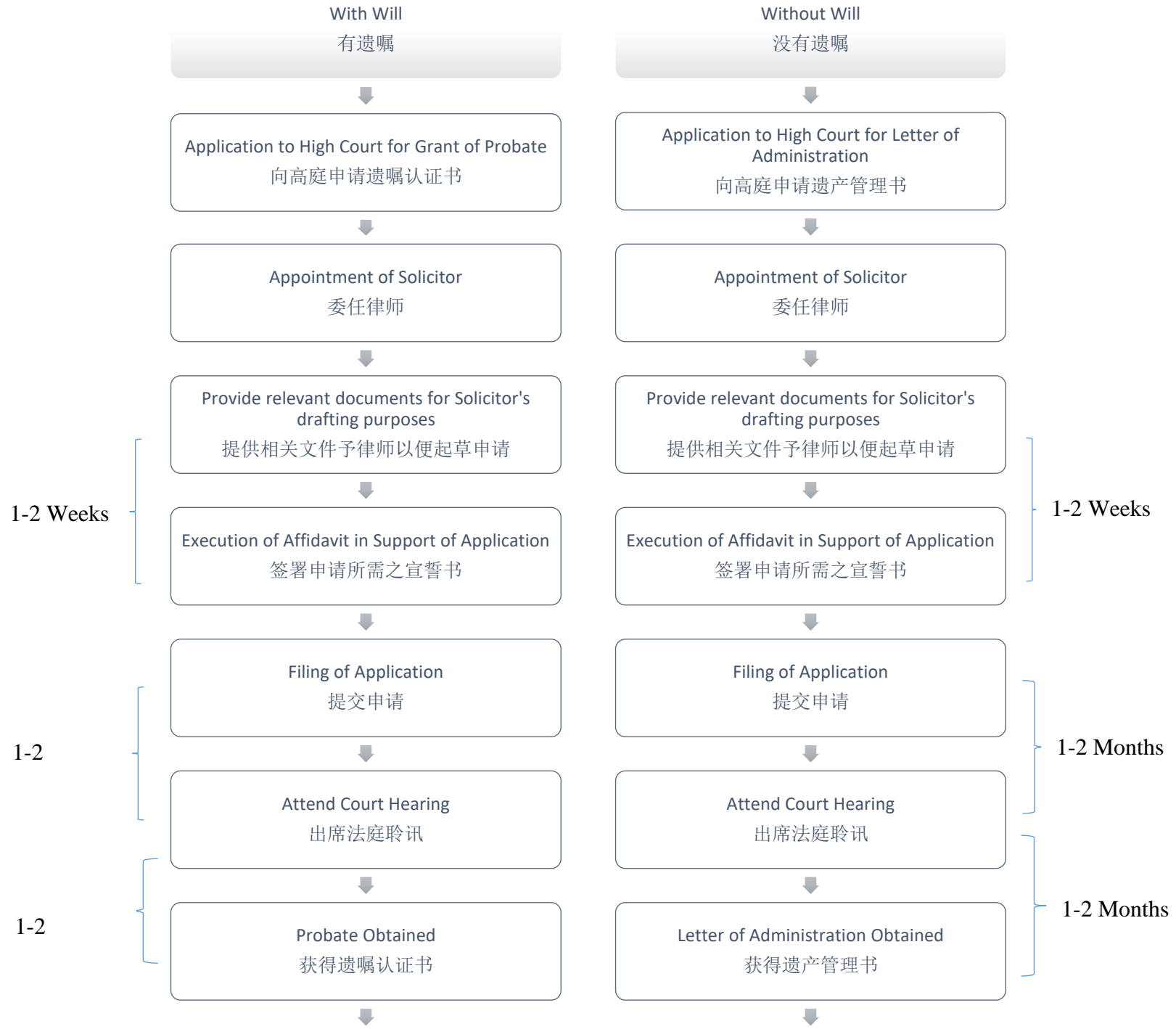


LETTER OF ADMINISTRATION & GRANT OF PROBATE

With or Without Will ?
有遗嘱或没有遗嘱 ?



Immoveable Properties
不动产

- ✓ Transfer of Title
转名 / 割名

Eg:

- Land
土地
- House
房子
- Rights and interest in land
土地权益

Moveable Properties
动产

- ✓ Distribute to beneficiaries in accordance with the Wills.
根据遗嘱分配遗产予受益人

Eg:

- Bank Saving Account(s) / Current Account(s) / Fixed Deposits
银行储蓄户口 / 来往户口 / 定期存款
- Cash
现金
- EPF
公积金
- Shares
股份 / 股票
- Insurance
保险
- Vehicles
交通工具

Immoveable Properties
不动产

- Application to High Court for Distribution Order
向高庭申请分配庭令

- ✓ Transfer of Title
转名 / 割名

Eg:

- Land
土地
- House
房子
- Rights and interest in land
土地权益

Moveable Properties
动产

- ✓ Distribute to beneficiaries in accordance with Probate and Administrative Act 1959
根据1959年遗嘱认证和行政管理法分配遗产予受益人

Eg:

- Bank Saving Account(s) / Current Account(s) / Fixed Deposits
银行储蓄户口 / 来往户口 / 定期存款
- Cash
现金
- EPF
公积金
- Shares
股份 / 股票
- Insurance
保险
- Vehicles
交通工具
- Jewellery

Documents Checklist 所需文件

- Death Certificate 死亡证书
- Executor's Identity Card / Administrator's Identity Card 遗嘱执行人身份证 / 遗产管理人身份证
- Original copy of Last Will and Testament 遗嘱原件
- Beneficiaries' Identity Card / Birth Certificates 受益人身份证 / 出生证明
- Bank Saving Account(s) / Current Account(s) / Fixed Deposit Certificates 银行储蓄户口存折 / 来往户口存折 / 定期存款证书
- Title Deed / Proof of Property Ownership 地契 / 房产所有权证明
- Sales and Purchase Agreements 房产买卖合同
- Latest Quit Rent 最新地税
- Latest Assessment 最新门牌税
- Car Grant 车卡
- EPF Account Details 公积金户口资料
- Shares Certificates (if any) 股份证明书 (如有)
- Insurance Policy 保险保单
- Documentation of any other assets 任何其他资产文件
- Documentation of any liabilities or loans 任何其他债务或贷款文件