

List of documents to be submitted (For a non-Muslim deceased)

Part A – List of beneficiaries who are entitled

If the person who passed away was domiciled in Singapore, and did not make a valid nomination in respect of his/her monies in his/her CPF account, we will distribute the CPF money (and any money from their estate) in line with the rules of distribution as set out in the Intestate Succession Act (Cap. 146).

	Person passed away leaving:	Rules of distribution	Compulsory documents to be submitted (Refer to the tables on the following page)
1	A husband or wife No children No parent	Whole share to surviving husband or wife.	- Table 1, 2 - Table 3 number 1, 4
2	A husband or wife Children	Half share to surviving husband or wife. Half share to be shared equally among children and, if they have already passed away, their children. Parents are not entitled.	- Table 1, 2 - Table 3 number 1, 2, 3
3	Children No husband or wife	Whole share to be shared equally among children and, if they have already passed away, their children. Parents are not entitled.	- Table 1, 2 - Table 3 number 2, 3
4	A husband or wife Parent No children	Half share to surviving husband or wife. Half share to be shared equally among surviving parents.	- Table 1, 2 - Table 3 number 1, 4
5	Parents No husband or wife No children	Whole share to be shared equally among surviving parents.	- Table 1, 2 - Table 3 number 4
6	A brother or sister No husband or wife No children No parents	Whole share to be shared equally among deceased's brothers and sisters and, if they have already passed away, their children.	- Table 1, 2 - Table 3 number 4, 5, 6
7	Grandparents No husband or wife No children No parents No brothers or sisters	Whole share to be shared equally among surviving grandparents.	- Table 1, 2 - Table 3 number 4 - Additional documents to be advised by case officer
8	Uncles and aunts No husband or wife No children No parents No brothers or sisters No grandparents	Whole share to be shared equally among surviving uncles and aunts.	- Table 1, 2 - Table 3 number 4 - Your case officer will inform you if extra documents are necessary

Note:

1. The list is a general guide. Your case officer may contact you for more supporting documents.
2. Child refers to a child (legitimate or legally adopted) and the descendants of a child who has passed away.

Part B – Table of documents

Please submit the following documents together with the completed online application form via our e-services at <http://www.mlaw.gov.sg/eservices/pto>.

Table 1 – Compulsory documents to be submitted

- 1) Death certificate of the deceased
- 2) NRIC, passport, social security card (for US nationals), election card (for Indian nationals) of all the beneficiaries including the applicant
- 3) As payments will be made electronically, a copy of the front page of the bank passbook or bank statement must be provided.
(**Note:** For a payment request to a joint bank account or third party bank account, both the beneficiary and the account holder(s) must execute the appropriate indemnity forms which are available for download at our website at www.mlaw.gov.sg/pto. The beneficiary must complete Form 15A; and the joint bank account holder or third party bank account holder must complete Form 15B or Form 15C respectively.)
- 4) A declaration or testimonial from the proper authority giving details of the legal heirs of the deceased (if the deceased was not domiciled in Singapore)

Table 2 – Compulsory documents to be submitted if the Deceased was previously married

- 1) Decree of divorce/Final order of divorce/decreet nisi absolute (if the deceased was previously divorced)
- 2) Death certificate of the husband or wife (if the deceased was a widow or widower)

Table 3 – Additional documents

	Relationship to the person who passed away	Compulsory documents to be submitted
1	Husband or wife	a) Marriage certificate with the person who passed away (the deceased)
2	Children	a) Marriage certificate of the deceased b) Birth certificates of all children of the deceased c) Adoption papers of any adopted child d) Death certificate of any child who has passed away
3	Grandchild (if parent, being the deceased's child has already passed away)	a) Marriage certificate of the deceased's child b) Birth certificates of all children of the deceased's child c) Adoption papers of any adopted child of the deceased's child d) Death certificate of any child of the deceased's child (if their child has passed away)
4	Parent	a) Birth certificate of the deceased b) Marriage certificate of parents c) Death certificate of any parent who has passed away
5	Brother or sister	a) Birth certificate of the deceased b) Marriage certificate of parents c) Birth certificates of all brothers and sisters d) Death certificate of any brother or sister who has passed away e) Adoption papers of any adopted brother and sister
6	Brother's or sister's child (if brother or sister has passed away)	a) Marriage certificate of brother or sister who has passed away b) Birth certificates of all children of the brother or sister who has passed away c) Adoption papers of any adopted child of the brother or sister who has passed away d) Death certificate of any child of a deceased brother or sister (if the child has also passed away)