

## What is the Wills Registry?

The Wills Registry, maintained by the Public Trustee, is a confidential registry where testators (people making a will) or their solicitors can deposit information on wills.

### What type of information is kept by the Wills Registry?

We keep the following information under the Wills Registry.

- Details of the person making the will.
- Date of the will.
- Details of the person who drew up the will.
- Details of where the will is held.

You do not have to deposit your will with us because we do not keep a copy of the actual will.

### Is it compulsory to deposit my will information with the Wills Registry?

No, it is not compulsory to deposit your will information with us.

### Does the Wills Registry keep the will?

We do not keep the will in our registry. You or your representative will keep your will. We also do not accept or keep a photocopy.

### Does the Wills Registry provide help in drafting a will?

We do not provide legal advice on drafting a will or help to draft a will. You may want to contact a solicitor for help with drafting a will.

### Will my will become invalid if I do not deposit my will information with the Wills Registry?

No, the validity of your will does not depend on whether you have deposited your will information with us.



### How do I deposit my will information with the Wills Registry?

You will need to access our online deposit form at <https://eservices.mlaw.gov.sg/PTO/welcome.xhtml> .

(You will need to have your SingPass ready to access our online application form. You may apply for your SingPass at <https://www.singpass.gov.sg> if you do not have one. If you are not eligible for a SingPass, you may apply for a log-in ID and password through our website at <https://pto.mlaw.gov.sg> .)

### How do I deposit my client's will information as a lawyer acting for them?

Your law firm or company may apply for an organisation account with us. With an organisation account, your law firm or company will be able to authorise you to access the online deposit form. Details are available on our website at <https://pto.mlaw.gov.sg> .

Your law firm or company need not apply for a new organisation account if it has an existing organisation account with us.

# Wills Registry

(Information Sheet 4)

24 Feb 2020



## How do I use the online system?

You may refer to our step-by-step guide available at <https://pto.mlaw.gov.sg> on how to use the online system.

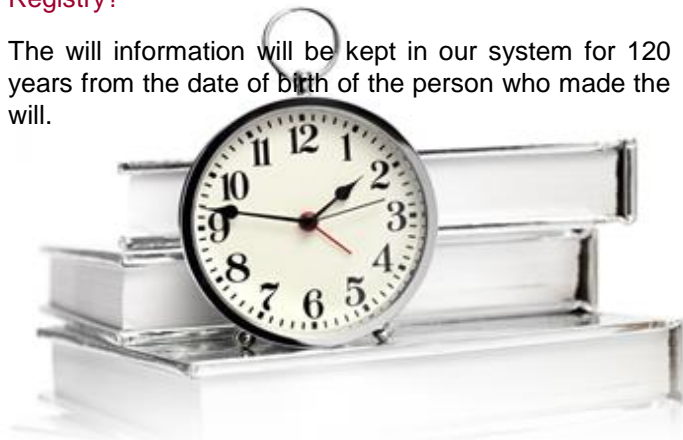
### Who will have access to the will information?

All information deposited with us is strictly confidential. Only the following people may make a search for information related to a will.

- The person who made the will (if they give us proof of identity) or his solicitor.
- The solicitor acting for the estate of someone who has died (if they produce the death certificate).
- The next-of-kin of someone who has died if they produce the death certificate and documents showing their relationship to the person who has died.
- The donee of a Lasting Power of Attorney (LPA) or a deputy appointed or to be appointed by the Court (if they produce the LPA or Court Order/Application)
- A person who appears to the Public Trustee to have a legitimate interest in the testator's will or estate.

### How long will my will information be kept in the Wills Registry?

The will information will be kept in our system for 120 years from the date of birth of the person who made the will.



## How do I carry out a search on will information with the Wills Registry?

You will need to access our online search form at <https://eservices.mlaw.gov.sg/PTO/welcome.xhtml>.

We will need the following supporting documents.

When making a search of your own will record:

- Your NRIC

For law firms:

- NRIC of the person who made the will, or
- Death certificate of the person who made the will

For next-of-kin:

- Death certificate of the person who made the will
- NRIC of next-of-kin
- Proof of relationship to the person who made the will (for example, birth certificate or marriage certificate)

You will need to scan the documents and attach them to your online application.

You will also need to have your SingPass ready to access our online application form. You may apply for your SingPass at <https://www.singpass.gov.sg> if you do not have one. If you are not eligible for a SingPass, you may apply for a log-in ID and password through our website at <https://pto.mlaw.gov.sg>.

### What are the fees you charge for depositing or searching for the will information?

Item	Fees
Depositing information	\$50.00
Cost of a search application	\$10.00

Payment for the deposit or search of will information must be made online via debit card, credit card or direct debit.

### Website:

<https://pto.mlaw.gov.sg>

### Telephone:

Tel: 1800-2255-529

Fax: (65) 6224-2858

### Address:

The URA Centre (East Wing)  
45 Maxwell Road #07-11  
Singapore 069118

### E-helper Operating Hours:

Monday to Friday: 8.30am to 5.00pm