

APPLICATION FOR DISTRIBUTION OF A DECEASED PERSON'S
UN-NOMINATED CPF MONIES THROUGH A
BENEFICIARY REPRESENTATIVE

For Official Use

File Ref No.:

GUIDELINES FOR COMPLETION

1. Information on the Administration of Un-Nominated CPF Monies

Under the provisions of the Central Provident Fund Act 1953, if the deceased CPF member did not make a valid nomination, his/her CPF monies will be transferred to the Public Trustee for distribution in accordance with the Intestate Succession Act for non-Muslims and Administration of Muslim Law Act for Muslims.

2. Mode of Distribution

- The deceased's un-nominated CPF monies¹ will be paid to a Beneficiary Representative, at the agreement of all eligible beneficiary(ies).
- If the deceased was a non-Muslim person, beneficiary(ies) is/are eligible to inherit the deceased's un-nominated CPF monies in accordance with the law of the country in which the deceased was domiciled² at the time of his/her death. If the deceased was domiciled in Singapore, the eligible beneficiary(ies) will follow the rules of distribution under Singapore's Intestate Succession Act.
- If the deceased was a Muslim person, distribution to the eligible beneficiary(ies) will follow the relevant Muslim laws. For example, if the deceased was domiciled in Singapore, the eligible beneficiary(ies) will be in accordance with the Inheritance Certificate issued by the Syariah Court.
- The un-nominated CPF monies will be paid out within 1 month after receiving the completed Application Form, all required documents and relevant consent(s) from the eligible beneficiary(ies).

¹ This applies only to deceased CPF members with un-nominated CPF monies of not more than \$10,000.

² Note: Domicile refers to the country where the deceased intended to make his place of residence. It does not necessarily refer to the place of death.

3. Instructions on Completion (Failure to submit a completed Application Form, documents and relevant consent(s) from the eligible beneficiary(ies) would result in a delay in the administration of the un-nominated CPF monies.)

- Complete every section of this Application Form.
- Fill in 'NA' for any part which is not applicable.
- Please submit your bank details via our "Submission of bank account/ PayNow Details eService at <https://eservices.mlaw.gov.sg/ipto/forms>.

For Official Use

File Ref No.:

APPLICATION FOR ADMINISTRATION OF DECEASED PERSON'S
UN-NOMINATED CPF MONIES THROUGH A BENEFICIARY
REPRESENTATIVE

This form may take you 20 minutes to complete.
Please return the completed form to the Public Trustee's Office at the above address

IMPORTANT: Please read the guidelines for completion carefully before completing the application. It is an offence to make any false statement or to produce any document which is false for any purposes connected with this application. Please sign against amendments made. Use of correction fluid/tape will render the application void. Please submit together with the documents required. An incomplete form will delay the processing of your application.

A. PARTICULARS OF DECEASED

Name:

Any other name(s) as recorded in marriage certificate or birth certificate:

Identity Card No:

Date of Birth:

Date of Death:

Gender [please tick where appropriate]:

☐

Male

☐

Female

Occupation:

Marital Status [please tick where appropriate]:

☐

Single

☐

Married

☐

Divorced

☐

Separated

☐

Widowed

Place of Domicile [please tick where appropriate]:

☐

Singapore

☐

Malaysia

☐

Others:

Death Certificate No:

Religion [please tick where appropriate]:

☐

Non-Muslim

☐

Muslim

B. PARTICULARS OF BENEFICIARY REPRESENTATIVE (Must be 21 Years Old & Above and not an undischarged bankrupt)

Name:

Any other name(s) as recorded in marriage certificate or birth certificate:

Identity Card No:

Date of Birth:

Relationship to Deceased [please tick where appropriate]:

☐

Spouse

☐

Child

☐

Parent

☐

Grandchild

☐

Grandparent

☐

Uncle/Aunt

☐

Sibling

☐

Nephew / Niece

☐

Others:

Home Address:

Contact No: _____

Email Address: _____

Documents to Submit

Please submit a copy of the following documents together with this application form:

- Beneficiary Representative (“BR”)’s Identification Card/Passport
- BR’s birth certificate (if he/she is the child or sibling of the Deceased)
- BR’s marriage certificate (if Deceased is the child of the BR)
- Deceased’s birth certificate (if Deceased was single or married/widowed/divorced without children; mandatory if the Deceased was a Muslim)
- Deceased’s marriage certificate (if Deceased was married or divorced with children at the time of passing)
- All other beneficiaries’ birth certificate and identification (if the beneficiaries are born in Singapore before 1985; or born outside Singapore)
- Inheritance Certificate (applicable only to Deceased who were Muslims)

C. BENEFICIARY(IES)'S PARTICULARS & CONFIRMATION OF CONSENT

Please **DO NOT omit** the names of any beneficiary(ies). If the deceased was a Non-Muslim, please refer to Annex A for the list of eligible beneficiary(ies). If the deceased was a Muslim person, please refer to list of beneficiary(ies) listed in the Inheritance Certificate.

1	Name of Beneficiary:	Identification No:
	NRIC No:	Date of Birth:
	Email Address	Contact No:
	Relationship with Deceased:	
	Consent by the Beneficiary	
	<input type="checkbox"/> I am a beneficiary of the un-nominated CPF monies of the above-mentioned deceased. I expressly consent out of my own free will for the Beneficiary Representative to receive my share of the deceased's un-nominated CPF Monies on my behalf.	
	Indemnity from the Beneficiary	
	<input type="checkbox"/> I hereby undertake to fully indemnify the Public Trustee and all his officers against all damages (including costs and expenses) suffered by the Public Trustee arising from or in relation to any payment made to the Beneficiary Representative by the Public Trustee or his officers in the discharge of their duties, in reliance on or use of any of the information provided by me.	
	Declaration by the Beneficiary	
<input type="checkbox"/> I declare that all the information which I have provided is true and that I give the information knowing that the Public Trustee and his officers would rely on and use the information to perform his duties. I also know that if any of the information is false, I may be prosecuted for giving false information.		
Signature of Beneficiary:		Date:
The above is witnessed by:		
Name of Witness:		Identification Number:
Signature of Witness:		Date:

C. PARTICULARS OF BENEFICIARY(IES) OF THE DECEASED & CONFIRMATION OF CONSENT

Please **DO NOT omit** the names of any beneficiary(ies). If the deceased was a Non-Muslim, please refer to Annex A for the list of eligible beneficiary(ies). If the deceased was a Muslim person, please refer to list of beneficiary(ies) listed in the Inheritance Certificate.

2	Name of Beneficiary:	Identification No:
	NRIC No:	Date of Birth:
	Email Address	Contact No:
	Relationship with Deceased:	
	Consent by the Beneficiary	
	<input type="checkbox"/> I am a beneficiary of the un-nominated CPF monies of the above-mentioned deceased. I expressly consent out of my own free will for the Beneficiary Representative to receive my share of the deceased's un-nominated CPF Monies on my behalf.	
	Indemnity from the Beneficiary	
	<input type="checkbox"/> I hereby undertake to fully indemnify the Public Trustee and all his officers against all damages (including costs and expenses) suffered by the Public Trustee arising from or in relation to any payment made to the Beneficiary Representative by the Public Trustee or his officers in the discharge of their duties, in reliance on or use of any of the information provided by me.	
	Declaration by the Beneficiary	
	<input type="checkbox"/> I declare that all the information which I have provided is true and that I give the information knowing that the Public Trustee and his officers would rely on and use the information to perform his duties. I also know that if any of the information is false, I may be prosecuted for giving false information.	
Signature of Beneficiary:		Date:
The above is witnessed by:		
Name of Witness:		Identification Number:
Signature of Witness:		Date:

C. PARTICULARS OF BENEFICIARY(IES) OF THE DECEASED & CONFIRMATION OF CONSENT

Please **DO NOT omit** the names of any beneficiary(ies). If the deceased was a Non-Muslim, please refer to Annex A for the list of eligible beneficiary(ies). If the deceased was a Muslim person, please refer to list of beneficiary(ies) listed in the Inheritance Certificate.

3	Name of Beneficiary:	Identification No:
	NRIC No:	Date of Birth:
	Email Address	Contact No:
	Relationship with Deceased:	
	Consent by the Beneficiary	
	<input type="checkbox"/> I am a beneficiary of the un-nominated CPF monies of the above-mentioned deceased. I expressly consent out of my own free will for the Beneficiary Representative to receive my share of the deceased's un-nominated CPF Monies on my behalf.	
	Indemnity from the Beneficiary	
	<input type="checkbox"/> I hereby undertake to fully indemnify the Public Trustee and all his officers against all damages (including costs and expenses) suffered by the Public Trustee arising from or in relation to any payment made to the Beneficiary Representative by the Public Trustee or his officers in the discharge of their duties, in reliance on or use of any of the information provided by me.	
	Declaration by the Beneficiary	
<input type="checkbox"/> I declare that all the information which I have provided is true and that I give the information knowing that the Public Trustee and his officers would rely on and use the information to perform his duties. I also know that if any of the information is false, I may be prosecuted for giving false information.		
Signature of Beneficiary:		Date:
The above is witnessed by:		
Name of Witness:		Identification Number:
Signature of Witness:		Date:

C. PARTICULARS OF BENEFICIARY(IES) OF THE DECEASED & CONFIRMATION OF CONSENT

Please **DO NOT omit** the names of any beneficiary(ies). If the deceased was a Non-Muslim, please refer to Annex A for the list of eligible beneficiary(ies). If the deceased was a Muslim person, please refer to list of beneficiary(ies) listed in the Inheritance Certificate.

	Name of Beneficiary:	Identification No:
	NRIC No:	Date of Birth:
	Email Address	Contact No:
	Relationship with Deceased:	
	Consent by the Beneficiary	
	<input type="checkbox"/> I am a beneficiary of the un-nominated CPF monies of the above-mentioned deceased. I expressly consent out of my own free will for the Beneficiary Representative to receive my share of the deceased's un-nominated CPF Monies on my behalf.	
	Indemnity from the Beneficiary	
	<input type="checkbox"/> I hereby undertake to fully indemnify the Public Trustee and all his officers against all damages (including costs and expenses) suffered by the Public Trustee arising from or in relation to any payment made to the Beneficiary Representative by the Public Trustee or his officers in the discharge of their duties, in reliance on or use of any of the information provided by me.	
	Declaration by the Beneficiary	
	<input type="checkbox"/> I declare that all the information which I have provided is true and that I give the information knowing that the Public Trustee and his officers would rely on and use the information to perform his duties. I also know that if any of the information is false, I may be prosecuted for giving false information.	
Signature of Beneficiary:		Date:
The above is witnessed by:		
Name of Witness:		Identification Number:
Signature of Witness:		Date:

D. INDEMNITY BY THE BENEFICIARY REPRESENTATIVE

- ☐ I hereby undertake to fully indemnify the Public Trustee and the Government of the Republic of Singapore against all damages (including costs and expenses) suffered by the Public Trustee arising from or in relation to any payment made out by the Public Trustee or his officers in the discharge of their duties, in reliance on or use of any of the information provided by me.

E. DECLARATION BY THE BENEFICIARY REPRESENTATIVE

- ☐ (a) I declare that all the information that I have given in this Application Form is true and that I give the information knowing that the Public Trustee and his officers would rely on and use the information to perform their duties.
- (b) I understand that this application under the Beneficiary Representative approach is limited to un-nominated CPF monies which are no more than \$10,000.
- (c) I agree that where further un-nominated CPF monies which are subsequently received, that results in the aggregate amount of un-nominated CPF monies received from the CPF Board to exceed \$10,000, the distribution of these further monies shall be distributed in accordance with the relevant Intestacy or Muslim inheritance laws.
- (d) I also understand that Baby Bonus / Edusave / PSEA monies belonging to the Deceased would have to be distributed in accordance with the relevant Intestacy or Muslim inheritance laws.
- (e) I also know that if any of the information which I have provided is false, I may be prosecuted for giving false information.

F. SIGNATURE OF THE BENEFICIARY REPRESENTATIVE

Signature of Beneficiary Representative

Date

Annex A

APPLICABLE FOR DECEASED WHO WERE NON-MUSLIMS ONLY

LIST OF BENEFICIARY(IES) WHO IS/ARE ENTITLED

The list of eligible beneficiary(ies) as provided for under the Intestate Succession Act is as follows:

Deceased was Married	
Spouse[^] No Issue* No Parents	Whole share to surviving spouse.
Spouse[^] Issue*	½ share to surviving spouse. ½ share to be shared equally among issue*. Parents are not entitled.
Spouse[^] Parents No Issue*	½ share to surviving spouse. ½ share to be shared equally among surviving parents.
Deceased was Single	
Parents No Spouse*	Whole share to be shared equally among surviving parents.
Brothers & Sisters and their Children No Spouse [^] No Issue* No Parents	Whole share to be shared equally among deceased's siblings and children of siblings who have passed away before the deceased.
Grandparents No Spouse [^] No Issue* No Parents No Brothers & Sisters and Their children	Whole share to be shared equally among surviving grandparents.
Uncles & Aunts No Spouse [^] No Issue* No Parents No Brothers & Sisters and Their children No Grandparents	Whole share to be shared equally among surviving uncles and aunts.

[^] Spouse means husband or wife.

* Issue refers to children (legitimate or legally adopted) and the descendants of the deceased's children ie include the child, and grandchild of the deceased if the child of the deceased had passed away. A transferred child is not equivalent to a legally adopted child and is not entitled to the inheritance.

Annex B

APPLICABLE FOR DECEASED WHO WERE MUSLIMS ONLY

LIST OF BENEFICIARY(IES) WHO IS/ARE ENTITLED

The list of beneficiary(ies) who will be regarded as eligible beneficiary(ies) under the Muslim Inheritance Laws and reflected on the Inheritance Certificate as issued by the Syariah Court.