Viewing Statement of Accounts for Held-in-Trust cases

22 Feb 2016



Step 1: Go to IPTO Online Portal.



- 1. Key in https://www.mlaw.gov.sg/eservices/pto/welcome.xhtml.
- 2. Click on the link for "View Statement of Account for Held-in-Trust cases".



GETTING STARTED

Step 2: Select your Login Type.

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SINGAPORE	Home • FAQs • Contact Info • Feedback • Useful Links • Sitemap
PUBLIC TRUSTEE	
SELECT LOGIN PLEASE SELECT YOUR LOGIN OPTION	
1	SINGPASS HOLDER NON-SINGPASS HOLDER
WARNING: Unauthorised access to this sy	stem constitutes an offence under the Computer Misuse Act and may result in prosecution.
If you encounter any problems with this service,	please contact us at (65) 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg

1. Select Login Type:

SingPass:

• You can apply for a SingPass at www.singpass.gov.sg

Non-SingPass:

• If you are ineligible for apply for a SingPass, you can apply for a non-SingPass User ID and password. Details are available on https://www.mlaw.gov.sg/eservices/pto/xhtml/home/RegisterDetails.xhtml.



SINGPASS HOLDER - Step 3a

GETTING STARTED

Step 3a: Proceed with SingPass Login

Singapore Personal Access	Singapore Personal Access
Secure	Terms of Use FAQs Help About Us
Welcome to SingPass Authentication S	Service
SingPass is a common passw Please click <u>here</u> for tips on or oth Click <u>her</u>	Security Advisory ord that allows you to access Government e-services. It is important for you to be vigilant in protecting the confidentiality of your SingPass. Illine security. You may also find useful guides on how to safeguard your online security and er cyber security related information at <u>www.gosafeonline.sg</u> . <u>re</u> to view more details about New SingPass Security Enhancements.
1 SingPass ID SingPass	S1234567G (Enter your Identification Number) e.g. S1234567G, G1234567G (8-24 characters, CASE-SENSITIVE)
2	Submit Cancel Change SingPass By clicking on the Submit button, you agree to be bound by the terms specified in the Terms of Use and Important Notes below.

- 1. Key in your SingPass ID and SingPass.
- 2. Click on "Submit" to access our e-Services.



NON-SINGPASS HOLDER - Step 3b

GETTING STARTED

Step 3b: Proceed with non-SingPass Login.





- 1. Key in your non-SingPass User ID and password
- 2. Click on "Login" to proceed.



GETTING STARTED

Step 3b: Select Transaction Type

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PUBLIC TRUSTEE	
SELECT INDIVIDUAL OR ORG	ANISATION
Select Transaction Type	
Are you carrying out a Perso	nal Transaction or Transacting on behalf of an Organisation?
	1 PERSONAL TRANSACTION TRANSACTING ON BEHALF OF AN ORGANISATION
	EXIT

1. Select "Personal Transaction".



Step 4: Select your role.

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PUBLIC TRUSTEE		
	_	
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT	-	
Fields marked with * are mandatory. View Statement of Account		
You are a: * 1	 Guardian (Please select this option if you are one of the following: (i) You are a parent / guardian of a minor with <u>nominate</u> (ii) You are the minor's parent but you are not the decer (iii) You are a legally appointed guardian of the child) Minor Parent (Please select this option if you are the minor's parent <u>an</u> his/her death <u>and</u> the minor has a share in the deceased' 	<u>d</u> CPF monies; ised's spouse at the time of his/her death; or d also the deceased's spouse at the time of s <u>un-nominated</u> CPF or estate monies)
If you encounter any problems with this se	Exit Next 2 srvice, please contact us at 1800-2255-529 (during office hours), or send an email	to Helpdesk at OneMinLaw@miaw.gov.sg.

1. Select your role based on the following criteria:

- 1. Select "Guardian" If you are (i) a parent / guardian of a minor with <u>nominated</u> CPF monies **OR** (ii) the minor's parent but you are not the deceased's spouse at the time of his or her death **OR** (iii) you are the legally appointed guardian of the child.
- 2. Select "Minor" If you are the minor checking his or her own statement of account.
- 3. Select "Parent" If you are the minor's parent and also the deceased's spouse at the time of his or her death and the minor has a share in the deceased's <u>un-nominated</u> CPF or estate monies.
- 2. Click on "Next" button to proceed.



If you select guardian - Step 5

Step 5: Select your user type.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account		
You are a: * 1	 Guardian (Please select this option if you are one of the following: (i) You are a parent / guardian of a minor with <u>nominate</u> (ii) You are the minor's parent but you are not the decee (iii) You are a legally appointed guardian of the child) 	1_CPF monies; sed's spouse at the time of his/her death; or
	Minor	
	 Parent (Please select this option if you are the minor's parent <u>and</u> his/her death <u>and</u> the minor has a share in the deceased? 	I also the deceased's spouse at the time of <u>un-nominated</u> CPF or estate monies)
If you encounter any revolutions with this is	Exit Next 2	to Helpdesk at OpeMini awifitmisw ony so
If you encounter any problems with this se	ervice, please contact us at 1800-2255-529 (during office hours), or send an email	to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select "Guardian" if you are:

- 1. A parent / guardian of a minor with nominated CPF monies OR
- 2. The minor's parent but you are not the deceased's spouse at the time of his or her death OR
- 3. You are the legally appointed guardian of the child
- 2. Click on "Next" button to proceed.



Step 6a(i): View Statement of Account.

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SINGAPORE	Home • F	FAQs · Contact Info · Feedback · Useful Links · Sitemap · Logout
PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		-
Fields marked with * are mandatory.		
View Statement of Account		
Statement of Account For : *	Please Select	
Case Reference Number : *	1 Please Select Minor Account Bact Trust / Deceased's Estate Special Account Cancel	
If you encounter any problems with this se	rvice, please contact us at 1800-2255-529 (during office hours), or send an email	l to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select "Minor Account".

[Note: Special Account refer to cases under the Special Needs Trust Scheme.]



Step 6a(ii): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
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Fields marked with * are mandatory. View Statement of Account		
Statement of Account For : *	Minor Account	
Case Reference Number : *	Please Select -	
Minor Account : *	Please Select T/ Back Reset Next Cancel	1

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select the case reference number from the drop-down list.



Step 6a(iii): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
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Statement of Account For : *	Minor Account	
Case Reference Number : *	T/	•
Minor Account : *	Please Select	-
If you encounter any problems with this service, please co	Picase Select	1 N@miaw.gov.sg.

1. Select the minor account which you would like to view from the drop-down list.



Step 6a(iv): View Statement of Account.



If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Click "Next" to proceed to view the Statement of Account.



Step 6a(v): View Statement of Account.

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PUBLIC TRUSTEE			
Step 1 Select User type		Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		•	
Fields marked with * are mandatory. View Statement of Account			
Thank you for using our eService. Please print or save this page for you Case Reference Number : Account Holder Name :	ur own reference. You will not be	e able to access this page after exiting the webpage.	Print or Save
1 Select Transaction Period : *	Current Month Last & Current Month From (DD/MM/YYYY):	TO (DD/MM/YYYY):	8
	:	2 Back Submit Exit	

1. Select the Transaction Period.

[Note: For "Select Transaction Period", you can only indicate up to a period of 5-years.]

[The "To" date also has to be at least 1 day earlier than today's date.]

 Click "Submit" button once the Transaction Period has been selected.

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.



1

2

Step 6a(vi): View Statement of Account.

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SINGAPORE			Home · FAQs · C	ontact Info • Feedback • Use	ful Links • Sitemap • Log
Step 1 Select User type		Step 2 Select Account		Step : View Transactio	3 on Details
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Fields marked with * are mandatory					
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Thank you for using our eService. Please print or save this page for you	r own reference. You will not be able	e to access this page after exiting t	he webpage. Print	or Save	
Case Reference Number :	T/				
Account Holder Name :					
	Current Month				
Select Transaction Period : *	Last & Current Month				
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- 1. You can view the Statement of Account once the "Submit" button is clicked.
- Information on the investments in the (a) Common Fund, (b) Insurance policies and/or fixed deposits and (c) the Common Fund Interest Rate for the latest period is found at the end of the Statement of Account.

Guardian – Error Message

Step 6b: View Statement of Account.

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PUBLIC TRUSTEE	
VIEW STATEMENT OF ACCOUNT	
View Statement of Account	
	You are not allowed to view the statement of account as you are not tied to any Trust Case.
	Васк ОК 2

- 1. You will see this error message when you try to access the Statement of Account if:
 - 1. You are not a parent / guardian of a minor with nominated CPF monies; OR
 - 2. Your information has not been updated in our system as the parent / guardian of the child. You will have to contact our office with the necessary documents (e.g. court order) to update your details.
- 2. Click on "Ok" button to exit our e-Services.



If you select minor - Step 7

Step 7: Select your user type.

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PUBLIC TRUSTEE		
Stop 1	Stop 2	Stop 2
Select User type	Select Account	View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account		
You are a: *	Guardian (Please select this option if you are one of the following: (i) You are a parent / guardian of a minor with <u>nominater</u> (ii) You are the minor's parent but you are not the decea: (iii) You are a legally appointed guardian of the child)	LCPF monies; sed's spouse at the time of his/her death; or
	Minor 1	
	Parent (Please select this option if you are the minor's parent and his/her death and the minor has a share in the deceased's	also the deceased's spouse at the time of <u>un-nominated</u> CPF or estate monies)
	Exit Next 2	
If you encounter any problems with this se	ervice, please contact us at 1800-2255-529 (during office hours), or send an email t	o Helpdesk at OneMinLaw@mlaw.gov.sg.

- 1. Select "Minor" if you are a minor who is trying to view your own statement of accounts.
- 2. Click on "Next" button to proceed.



Step 8a(i): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory.	•	
View Statement of Account		
Statement of Account For : *	Please Select	
Case Reference Number : *	1 Please Select Trust / Deceased's Estate Minor Account Cancel	

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select "Minor Account".



Step 8a(ii): View Statement of Account.

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SINGAPORE		Home • FAQs • Contact Info • Feedback • Useful Links • Sitemap • Logout
PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
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- If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.
- 1. Select the case reference number from the drop-down list.



Step 8a(iii): View Statement of Account.



If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Click "Next" to proceed to view the Statement of Account.



Step 8a(iv): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account		
Thank you for using our eService. Please print or save this page for your own reference. You	will not be able to access this page after exiting the webpage.	Print or Save
Case Reference Number : T/		
Account Holder Name : Current Month Select Transaction Period : *	Nonth	1
From (DD/MM/)	۲۲۲۲): ۲۵ (DD/MM/YYYY): ۲۰۰۰	0
	2 Back Submit Exit	

1. Select the Transaction Period.

[Note: For "Select Transaction Period", you can only indicate up to a period of 5-years.]

[The "To" date also has to be at least 1 day earlier than today's date.]

 Click "Submit" button once the Transaction Period has been selected.

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.



Step 8a(v): View Statement of Account.

	DF LAW Pul	blic Trustee's ice		Home • FAQs • Co	Inte	gapore Government grity · Service · Excellence ul Links · Sitemap · Logou
	Step 1		Step 2 Select Account		Step 3 View Transaction	;) Details
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Select Transa	ction Period : *	Last & Current Month				
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CASE REF NO TRN DATE 01/01/2013 29/10/2013 30/10/2013 WESTMENTS / OMMON FUND THERS (INSUR DTAL INVESTM	D.:T DOC NO A13059718 A13059729 AS AT BANCE,ETC) MENTS	COUNT NAME ACCOUNT NAME PAYER/PAYEE NAME/TRANSA BALANCE BROUGHT FORWAR BALANCE TO BE HELD IN TRUS AMTS FOR DEPOSIT IN/WDRA IN/VESTMENT IN COMMON FUN 24/07/20 25 6,100. 2 6,000. 2 6,000. 3	IZ2013 © TO (DD/MM/YY Back Submit E STATEMENT OF ACCOUNT E STOTO OF ACCOUNT E STOTO OF ACCOUNT E STOTO OF ACCOUNT E STOTO OF ACCOUNT E STATEMENT OF ACCOUNT E STOTO OF ACCOUNT E <th< td=""><td>VYY: 31/12/2014 @ at tT 2/2014 DEBIT(\$) 0.00 5,792.61</td><td>GS CREDIT(5) 5,792.61 0.00</td><td>ST NO.:MG-8400000- BALANCE(\$) 0.00 5,792.61 0.00</td></th<>	VYY: 31/12/2014 @ at tT 2/2014 DEBIT(\$) 0.00 5,792.61	GS CREDIT(5) 5,792.61 0.00	ST NO.:MG-8400000- BALANCE(\$) 0.00 5,792.61 0.00

- 1. You can view the Statement of Account once the "Submit" button is clicked.
- Information on the investments in the (a) Common Fund, (b) Insurance policies and/or fixed deposits and (c) the Common Fund Interest Rate for the latest period is found at the end of the Statement of Account.

Minor – Error Message

Step 8b: View Statement of Account.

MINISTRY OF LAW	Public Trustee's	Singapore Government Integrity · Service · Excellence
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PUBLIC TRUSTEE		
VIEW STATEMENT OF ACCOUNT	IT	
View Statement of Account		
	You are not allowed to view the statement of account as you are	not tied to any Trust Case. 1
	Back OK	2

- 1. If you are not the minor or do not have an account with us, you will see this error message when you try to access the Statement of Account.
- 2. Click on "Ok" button to exit our e-Services.



If you select parent- Step 9

Step 9: Select your user type.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account		
You are a: *	Guardian (Please select this option if you are one of the following: (i) You are a parent / guardian of a minor with <u>nominater</u> (ii) You are the minor's parent but you are not the decea (ii) You are a legally appointed guardian of the child) Minor	<u>d</u> CPF monies; used's spouse at the time of his/her death; or
1	 Parent (Please select this option if you are the minor's parent <u>and</u> his/her death <u>and</u> the minor has a share in the deceased's 	d also the deceased's spouse at the time of s <u>un-nominated</u> CPF or estate monies)
If you encounter any problems with this se	Exit Next 2 rvice, please contact us at 1800-2255-529 (during office hours), or send an email	to Helpdesk at OneMinLaw@mlaw.gov.sg.

- 1. Select "Parent" If you are the minor's parent <u>and</u> also the deceased's spouse at the time of his or her death <u>and</u> the minor has a share in the deceased's <u>un-nominated</u> CPF or estate monies.
- 2. Click on "Next" button to proceed.



Step 10a(i): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account	•	
Statement of Account For : *	Please Select	
Case Reference Number : *	1 Please Select Trust / Deceased's Estate Minor Account Cancel	

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select "Minor Account".



Step 10a(ii): View Statement of Account.

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PUBLIC TRUSTEE		
Step 1 Select User type	Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT		
Fields marked with * are mandatory. View Statement of Account		· · ·
Statement of Account For : *	Minor Account	
Case Reference Number: *	Please Select	
Minor ID Type & ID Number : *	Please Select T/ Back Reset Next Cancel	1

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

1. Select the case reference number from the drop-down list.



Step 10a(iii): View Statement of Account.



If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg.

- 1. Key in the ID type and ID number of the minor whose statement of account you wish to view.
- 2. Click on "Next" to view Statement of Account.



Step 10a(iv): View Statement of Account.

MINISTRY OF LAW SINGAPORE	ic Trustee's te	Hor	me · FAQs · Contact Info · Feedback · Useful Links · Sitemap · Logout
PUBLIC TRUSTEE			
Step 1 Select User type		Step 2 Select Account	Step 3 View Transaction Details
VIEW STATEMENT OF ACCOUNT			
Fields marked with * are mandatory. View Statement of Account			•
Thank you for using our eService. Please print or save this page for you	ur own reference. You will not be able	to access this page after exiting the webpar	ge. Print or Save
Case Reference Number :	T		
Account Holder Name :			
Select Transaction Period : *	Current Month Last & Current Month From (DD/MM/YYYY):	TO (DD/MM/YYYY):	۵
		Back Submit Exit	

1. Select the Transaction Period.

[Note: For "Select Transaction Period", you can only indicate up to a period of 5-years.]

[The "To" date also has to be at least 1 day earlier than today's date.]

 Click "Submit" button once the Transaction Period has been selected.

If you encounter any problems with this service, please contact us at 1800-2255-529 (during office hours), or send an email to Helpdesk at OneMinLaw@mlaw.gov.sg



1

2

Step 10a(v): View Statement of Account.

	P O R E	olic Trustee's ice		Home • FAQ	s• Contact Info• Feedback• 1	Singapore Government Integrity · Service · Excellence Useful Links · Sitemap · Logout
	Step 1		Step 2		Ste	ep 3
VIEW STATEMENT OF	FACCOUNT		Sereta Motouria	_	view transe	action Declars
Fields marked with * are m	andatory.					
View Statement of A	ccount					
Thank you for using of Please print or save to	our eService. this page for y	our own reference. You	will not be able to access this page after	exiting the webpage. Pri	nt or Save	
Case Reference Nur	mber :	т/		•		
Account Holder Nar	me :					
Select Transaction I	Period : *	 Easi & Collent P From (DD/MM/) 	YYY): 01/01/2003 @ TO (DD/M Back Submit	MYYYYY): 31/12/2006 t	0	
			STATEMENT OF ACC FROM 01/01/2003 TO	COUNT 31/12/2006		
CASE REF NO.:T		ACCOUNT NAME				GST NO.:MG-8400000-5
TRN DATE	DOC NO	PAYER/PAYEE NA	ME/TRANSACTION	DEBIT(\$)	CREDIT(\$)	BALANCE(\$)
01/01/2003		BALANCE BROUGH	IT FORWARD			0.00
29/12/2003 A	A139479	BALANCE TO BE H	ELD IN TRUST	0.00	24,027.72	24,027.72
07/01/2004 A	A139764	AMTS FOR DEPOSIT INWIDRAWAL FR COM FUND 24,000.00 0.00 27.7				
INVESTMENTS AS	AT	:	24/07/2015			
COMMON FUND			\$ 0.00			
OTHERS (INSURAL	NCE,ETC)		\$ 0.00			
TOTAL INVESTME	NTS		\$ 0.00			
COMMON FUND IN PERIOD	NTEREST RA	TE FOR LATEST	1.942%			

- 1. You can view the Statement of Account once the "Submit" button is clicked.
- Information on the investments in the (a) Common Fund, (b) Insurance policies and/or fixed deposits and (c) the Common Fund Interest Rate for the latest period is found at the end of the Statement of Account.



Parent – Error Message

Step 10b: View Statement of Account.

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PUBLIC TRUSTEE	
VIEW STATEMENT OF ACCOUNT	
View Statement of Account	
	You are not allowed to view the statement of account as you are not tied to any Trust Case.
	Васк ОК 2

- 1. You will see this error message when you try to access the Statement of Account if:
 - a) You are not the deceased's spouse at the time of his or her death; OR
 - b) The minor does not have a share in the deceased's <u>un-nominated</u> CPF or estate monies.
- 2. Click on "Ok" button to exit our e-Services.

