

- 1 Original Death Certificate*
- 2 Original Last Will and Testament (if available*)
- 3 Original Identity document and passport*
- 4 Original Marriage Certificate (or certificate of registration of customary marriage) (If applicable*)
- 5 Original Antenuptial Contract (if applicable)
- 6 Former spouse(s) details, if divorced:
 - 6.1 full names and contact details
 - 6.2 copy of divorce order
 - 6.3 copy of divorce agreement
- 7 Predeceased spouse(s) details (if applicable)
 - 7.1 full names
 - 7.2 copy of death certificate
- 8 Master's office where estate was reported
- 9 Full names of deceased's parents
- 10 Details of the deceased's children (including deceased children), including their material status
- 11 Fixed properties:
 - 11.1 original title deeds or safe custody receipts
 - 11.2 most recent home loan statements
 - 11.3 current lease agreements
 - 11.4 rates and/or levy statements
 - 11.5 details of any credit life cover
 - 11.6 capital gains tax valuations
 - 11.7 proof of insurance
- 12 Motor vehicles:
 - 12.1 registration certificates
 - 12.2 recent statement in respect of any finance
 - 12.3 proof of insurance
- 13 In addition to the medical account, the medical aid details
- 14 Pension Fund details
- 15 If the person was employed, employment details and last payslip
- 16 Recent credit card statements (including the card itself)
- 17 Recent bank statements and ATM cards for all accounts
- 18 Original policy documents in respect of any life assurance, endowments and/or annuities
- 19 Original firearm licenses and details of all ammunition held (if applicable)
- 20 Details of all funeral expenses
- 21 All medical accounts
- 22 Recent retail store account statements
- 23 Recent loan account statements
- 24 Credit agreements and recent statements
- 25 Telkom account
- 26 Original identity of the surviving spouse
- 27 Original identity of the Executor
- 28 Recent utility bill for the Executor
- 29 Contact details for all beneficiaries
- 30 Any financial investments other than the bank accounts
- 31 Details of business in respect of which the deceased was a sole proprietor
- 32 Money owing to the deceased by any person, trust, company, or close corporation
- 33 Assets owned in any country other than South Africa
- 34 Income tax number
- 35 Name and contact details of any person who may have prepared the tax returns for the deceased