



Administrators of Deceased Estates (Pty) Ltd.

LIFE FILE CHECK LIST

1. ORIGINAL WILL	
2. DEATH CERTIFICATE	
3. IDENTITY DOCUMENT OF DECEASED	
4. IDENTITY DOCUMENT OF SPOUSE	
5. DEATH CERTIFICATE OF PREDECEASED SPOUSE	
6. MARRIAGE CERTIFICATE	
7. ANTE-NUPTIAL AGREEMENT	
8. DIVORCE SETTLEMENT AGREEMENT (IF APPLICABLE)	
9. INCOME TAX NUMBER OF THE DECEASED/LAST RETURN SUBMITTED	
10. DETAILS OF THE ACCOUNTANT	
11. ORIGINAL TITLE DEED/S	
12. RENTAL AGREEMENT/S	
13. MUNICIPAL ACCOUNT/S	
14. BOND ACCOUNT DETAILS	
15. POLICY DETAILS	
16. DETAILS OF BANK ACCOUNTS HELD IN THE DECEASED NAME	
17. SHARE CERTIFICATE/S	
18. MOTOR VEHICLE REGISTRATION CERTIFICATE/S	
19. CREDITORS DETAILS (eg. Cell-phone/ DSTV/ Telkom/clothing accounts)	
20. EMPLOYER /PENSION FUND DETAILS / PAYSIP	
21. HP / LOAN AGREEMENTS (eg. Wesbank/ personal loan)	
22. FIREARM LICENCES /DETAILS	
23. DETAILS OF THE DECEASED REGULAR DOCTOR	
24. IF DEATH WAS UNNATURAL – CASE NO. INVESTIGATING OFFICERS DETAILS	
25. PARTICULARS OF ANY TRUST OR BUSINESS CK DOCUMENTS	
26. TIMESHARES	
27. UNIT TRUSTS	
28. PROOF OF ADDRESS OF ALL HEIRS (NOT OLDER THAN 3 MONTHS)	
29. ANY OTHER DOCUMENTS THAT MAY BE RELEVANT	

Jan L. Jordaan Administrators of Deceased Estates (Pty) Ltd.
Specialists in: Administration of Deceased Estates | Wills

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