

No administrator / executor i.e. no Grant of Probate / Letters of Administration

	Who to complete?	What documents* to provide?	Remarks
Indemnity Agreement (IA)	<ul style="list-style-type: none"> - A representative (next-of-kin) appointed by the family members to claim - Above 21 years old and of sound mind 	<ul style="list-style-type: none"> - Proof of relationship to the deceased <ul style="list-style-type: none"> a. Marriage certificate if spouse b. Birth certificate if child c. Both deceased's and rep's birth certificates if sibling - Bank statement / bank passbook if non-POSB account 	The witness must be above 21 years old and of sound mind
Letter of Consent (LOC)	<ul style="list-style-type: none"> - Immediate family members under intestacy laws - For Muslims, the beneficiaries under Muslim law 	<ul style="list-style-type: none"> - Birth certificate of underage next-of-kin (NOK) - If the deceased is married but spouse did not complete the IA or LOC, please check on the spouse details. If the deceased and the spouse had divorced, please request for a copy of the divorce certificate. - If the deceased is single and his/her parents have passed away, to indicate the parents' information on the LOC and check that the information is in our record e.g. name and death date. Else, please request for a copy of the deceased parent's death certificate. 	For underage NOK, the legal guardian (usually the birth parent) is required to complete and sign on their behalf

*Overseas document will need to be certified true by a Notary Public or an official from the Singapore High Commission / Singapore Embassy

LOC is not required for cases with < 20 shares.