



# SYARIAH COURT SINGAPORE

## USER GUIDE FOR SYC PORTAL

### INHERITANCE CERTIFICATE APPLICATION E-SERVICES FOR PUBLIC USERS

# **Syariah Court Detailed User Guide for**

Inheritance Certificate Application Processes



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## Apply for Inheritance Certificate

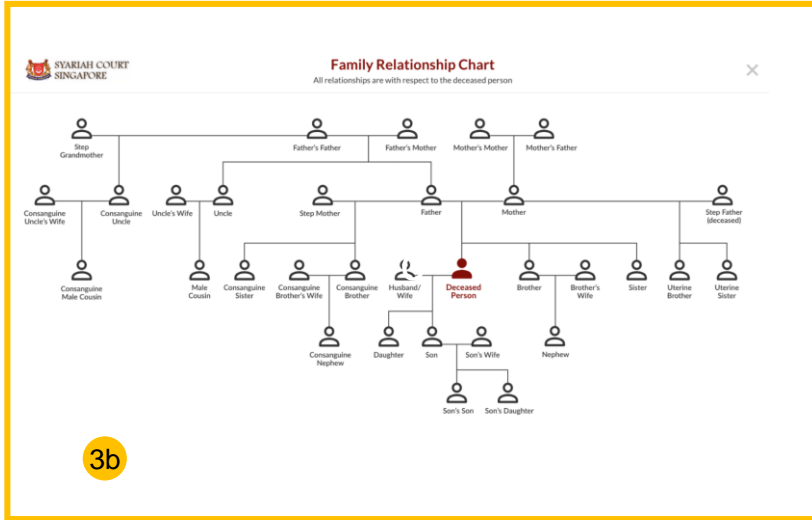
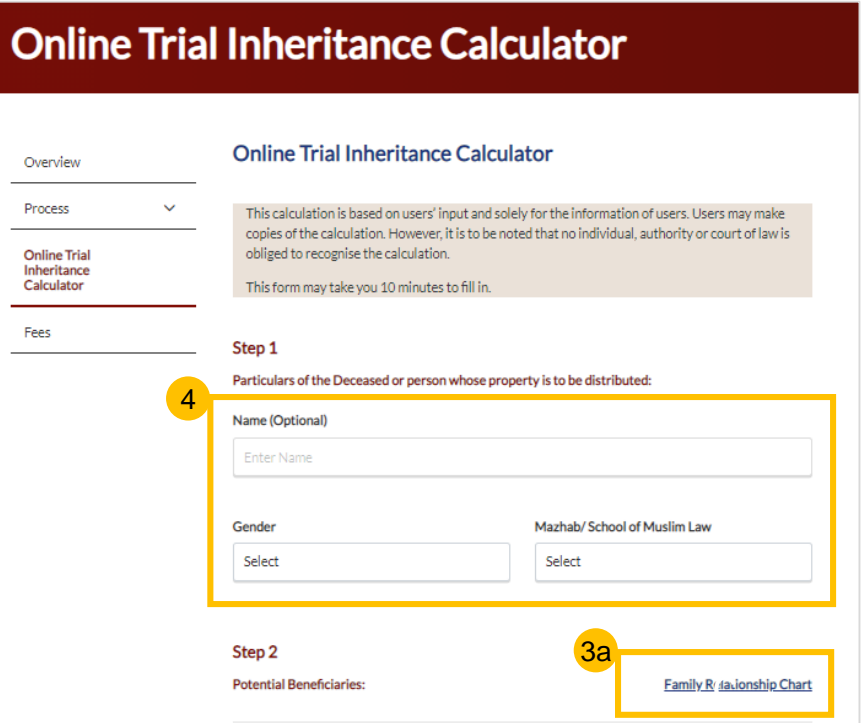
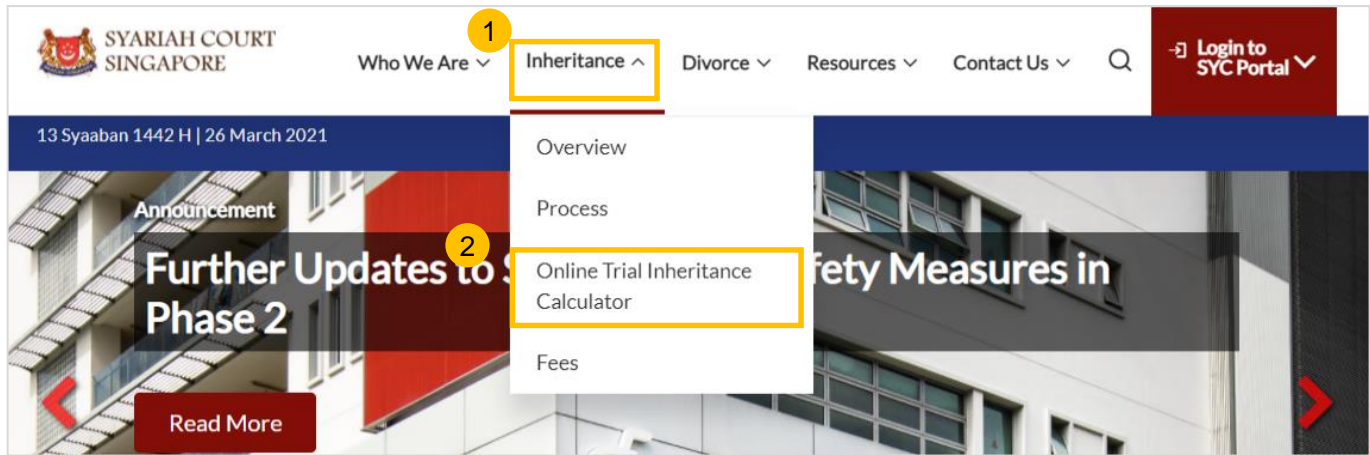
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# Inheritance Online Trial Calculator

# Inheritance Online Trial Calculator

- 1 Click [here](#) to navigate to the SYC Website.
- 2 Click on the downward arrow and click on **Online Trial Inheritance Calculator**.
- 3 To view/download the **Family Relationship Chart**, click on the link and the Chart is displayed.
- 4 Enter the Name(optional), **Gender** and **Mazhab/School of Muslim Law** of the Deceased.



# Inheritance Online Trial Calculator

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- 5 Click on '+' or '-' button to add or remove the number of each type of potential male and female beneficiaries
- 6 The number of potential beneficiaries added is displayed.
- 7 Click on **Calculate**.

Step 2

Potential Beneficiaries: [Family Relationship Chart](#)

Potential Male Beneficiaries:

6

5

Son	-	3	+	Nephew Brother's Son	-	0	+
Son's Son	-	0	+	Consanguine Nephew Half brother (same father)'s son	-	0	+
Father	-	0	+	Uncle Father's Brother	-	0	+
Father's Father	-	0	+	Consanguine Uncle Half uncle (same grandfather)	-	0	+
Brother	-	0	+	Male Cousin	-	0	+
Consanguine Brother Half brother (same father)	-	0	+	Consanguine Male Cousin Half cousin (same grandfather)	-	0	+
Uterine Brother Half brother (same mother)	-	0	+				

Potential Female Beneficiaries

Daughter	-	0	+	Sister	-	0	+
Mother	-	0	+	Consanguine Sister Half sister (same father)	-	0	+
Son's Daughter	-	0	+	Uterine Sister Half sister (same mother)	-	0	+
Father's Mother	-	0	+				
Mother's Mother	-	0	+				

7

Calculate

# Inheritance Online Trial Calculator

8

8 On clicking **Calculate**, the Calculation result is displayed.

9 View **results table** to see Distribution Rule(s) and the shares for each beneficiary.

10 Click on **Back to Calculator** to navigate to calculation screen.

11 Click on **Save as PDF** to keep a copy of the results.

## Online Inheritance Calculator - Calculation Result:

The results obtained using this Online Trial Inheritance Calculator is automated based on a user's input only, and is provided solely for the user's preliminary information. It does not represent the certified opinion of the Syariah Court in respect of the deceased or generally. The final Beneficiaries and Shares specified in an Inheritance Certificate issued by the Syariah Court may differ from these results.

### Particulars of the Deceased or person whose property is to be distributed:

Full Name (As per NRIC)

Gender

Mazhab/ School of Muslim Law

Male

Shafiee

The estate of the person shall be divided into 3 (three) shares as follows:

Beneficiary	Distribution Rule(s)	Shares
Son 1	Asobah	2
Daughter 1	Asobah Bilghair	1
Total		3

Please refer to the [Glossary](#) (PDF,92kb) for the meaning of the distribution rules appearing in the results from the Online Trial Inheritance Calculator.

The following family members are not entitled to any share of the deceased person's estate due to the existence of family members who are more closely related to the deceased or because nothing is left of the estate after it has been distributed among close relatives of the deceased:

Non-Beneficiary

10

[Back to Calculator](#)

11

[Save as PDF](#)

# Inheritance Online Trial Calculator

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- 12
- Click on the **Glossary** link to view/download the PDF.
- 13
- The meaning of different distribution rules is displayed in the PDF file.

13

## Glossary:

Asobah	Universal heir by himself
Asobah bilghair	Universal heir through the existence of another
Asobah maalghair	Universal heir through the existence of a daughter/grand-daughter
Akdariya	Exceptional calculation involving husband, mother, grandfather and sister

Particulars of the Deceased or person whose property is to be distributed:

Full Name (As per NRIC)

Gender  
Male

Mazhab/ School of Muslim Law  
Shafiee

The estate of the person shall be divided into 3 (three) shares as follows:

Beneficiary	Distribution Rule(s)	Shares
Son 1	Asobah	2
Daughter 1	Asobah Bilghair	1
Total		3

12

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Non-Beneficiary

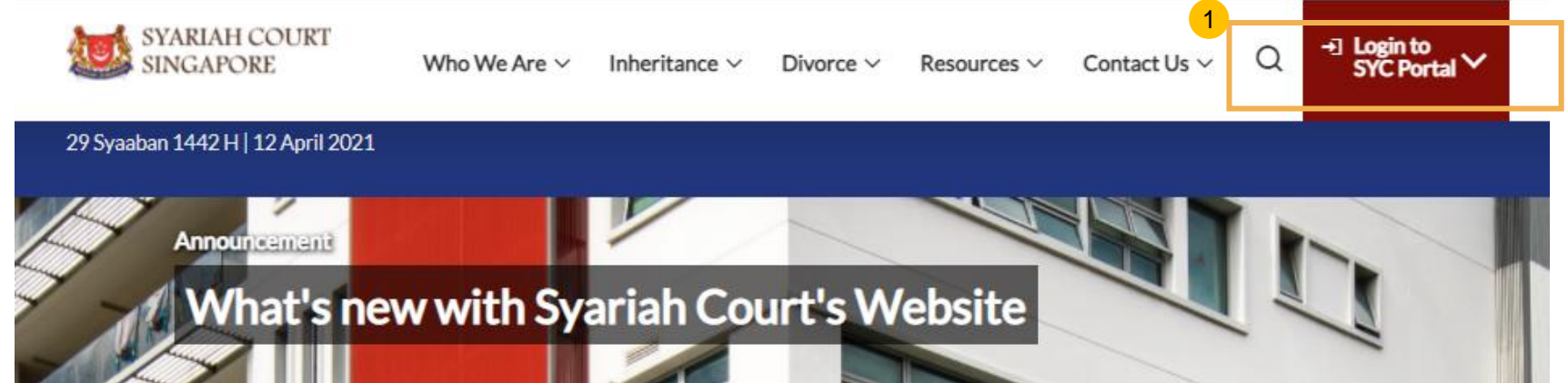


# Login to SYC Portal for e-Services for the Public

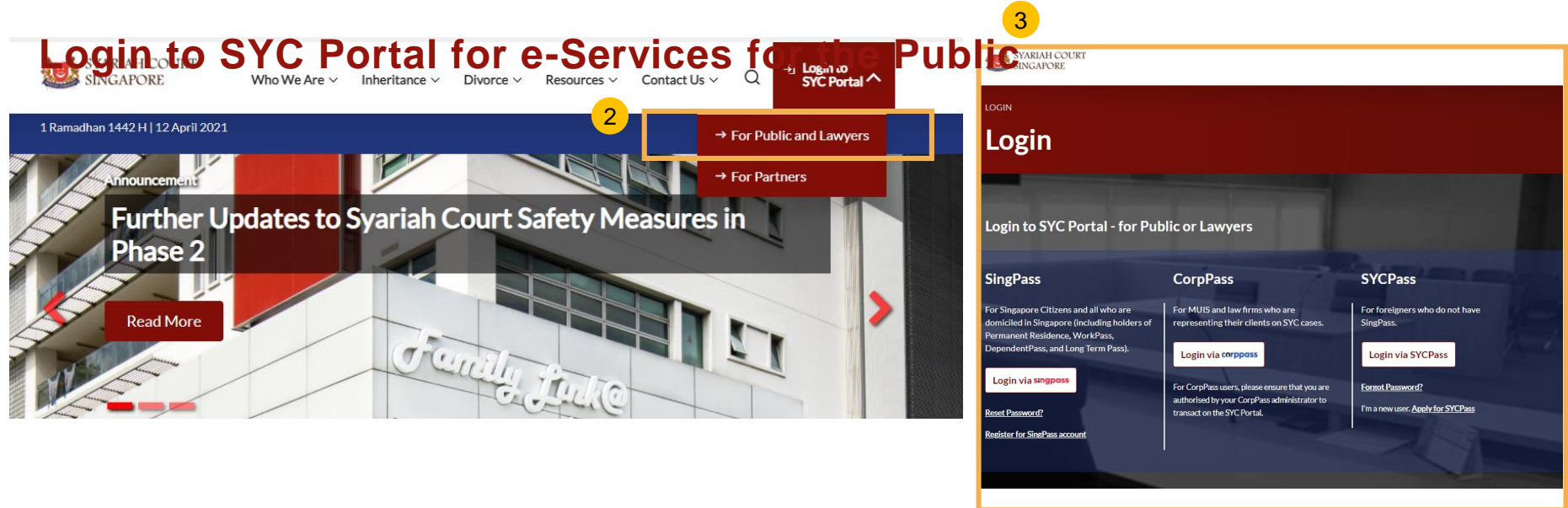
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1 On the Syariah Court website, click on **Login to SYC Portal** and the login types are displayed.

- For Public and Lawyers
- For Partners



2 To login to SYC Portal, Click on **For Public and Lawyers**.



3 On clicking **For Public and Lawyers**, you will be redirected to the Inheritance e-Service.

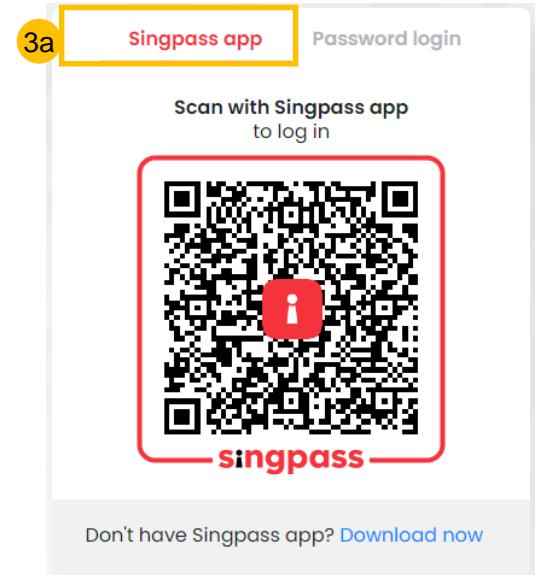
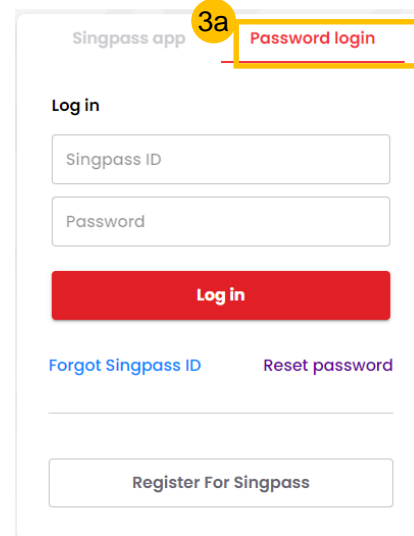
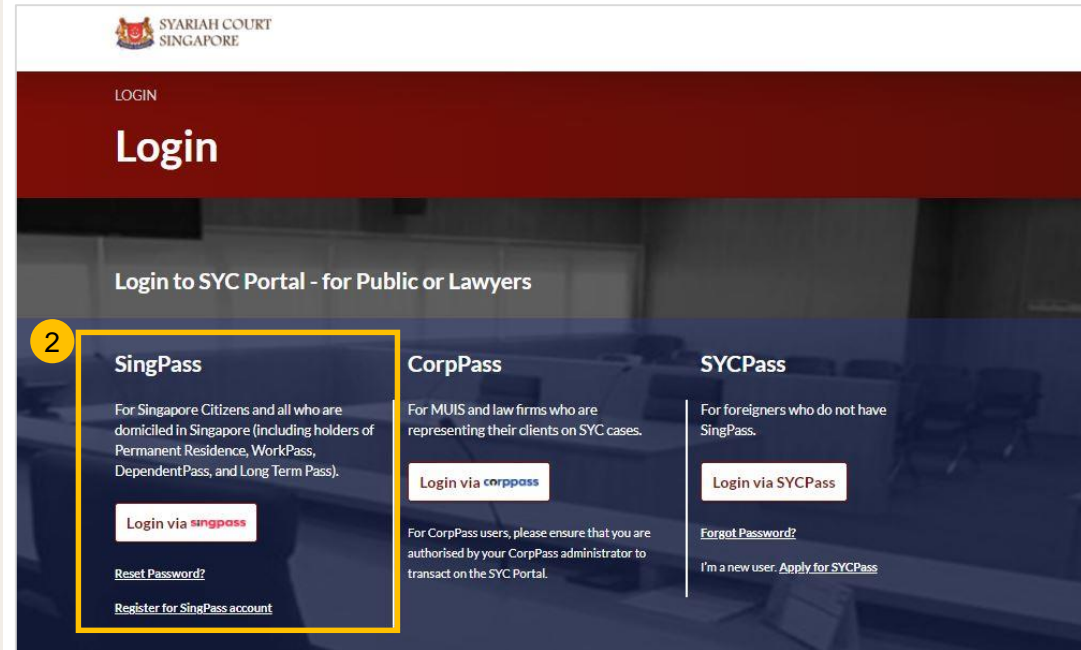


Login to SYC Portal Inheritance e-  
Services Using SingPass

# Login to SYC Portal for e-Services using SingPass

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- 1 Singaporeans, Permanent Residents and other individuals with SingPass, please use your individual **SingPass**. Foreigners without SingPass, please apply for and use **SYCPass**.
- 2 Click **Login via SingPass**. You will be redirected to the SingPass login page.
- 3 On the SingPass login page, select either Password Login or SingPass app, whichever is applicable.
  - For Password login, enter your SingPass credentials and OTP for validation.
  - For SingPass app, a QR code will appear. Use the QR code to login with your SingPass app. On desktop devices, launch the SingPass application on a mobile device and scan the code. On mobile devices, tap the QR code to launch the SingPass application.
- 4 After successful login, you will be brought to your Dashboard for SYC e-Services.

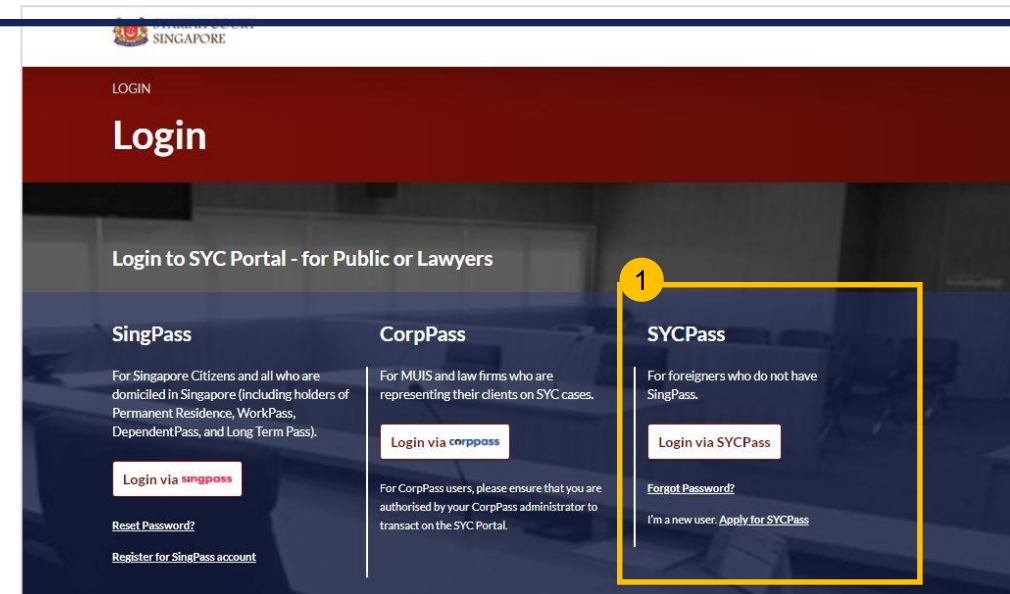


Login to SYC Portal Inheritance e-  
Services Using SYCPass

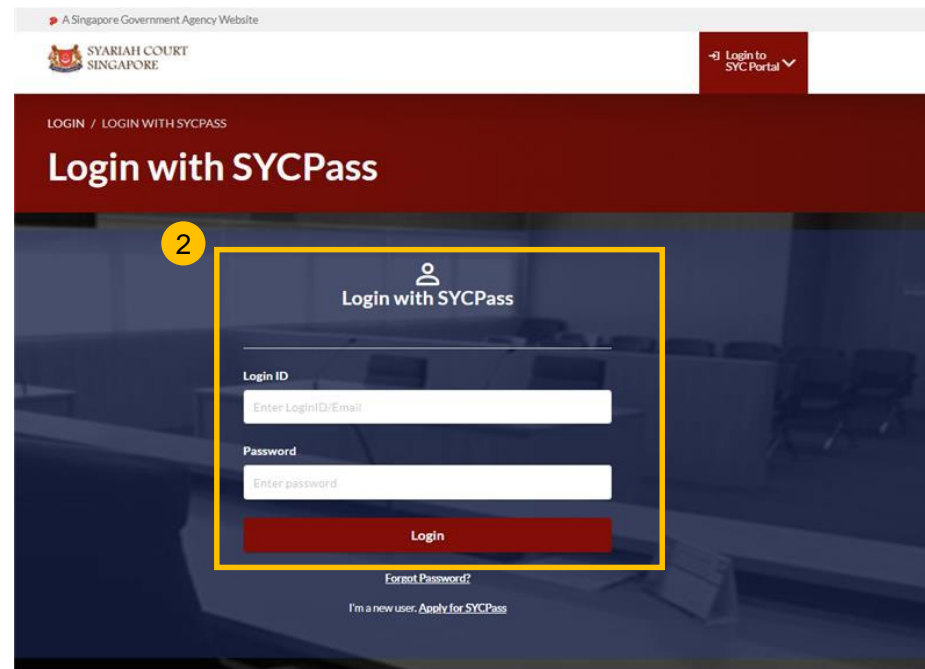
# Login to SYC Portal for e-Services using SYCPass

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- 1 To login via SYCPass, please click on **Login via SYCPass**. You will be redirected to the SYCPass login page.
- 2 Enter your **SYCPass** Login ID and password and click **Login**.
- 3 A One Time Password (OTP) will be sent to your email. Key in the OTP to login and view the dashboard.
- 4 If the OTP has expired, click on **Resend Token**.
- 5 After successful login, you will be brought to your Dashboard for SYC e-Services.



The screenshot shows the SYC Portal Login page. At the top, there is a header with the Singapore Government Agency Website logo and the text "SINGAPORE". Below this, a dark red banner contains the word "Login". The main content area is titled "Login to SYC Portal - for Public or Lawyers". It features three login options: SingPass, CorpPass, and SYCPass. The SYCPass option is highlighted with a yellow box and a yellow circle containing the number 1. The SYCPass section includes a "Login via SYCPass" button, a "Forgot Password?" link, and a link for new users to "Apply for SYCPass".



The screenshot shows the "Login with SYCPass" page. At the top, there is a header with the SYARIAH COURT SINGAPORE logo and the text "SYARIAH COURT SINGAPORE". Below this, a dark red banner contains the text "Login with SYCPass". The main content area is titled "Login with SYCPass" and features a yellow box with a yellow circle containing the number 2. Inside the box, there are two input fields: "Login ID" (with a placeholder "Enter Login ID/Email") and "Password" (with a placeholder "Enter password"). Below these fields is a red "Login" button. At the bottom of the box, there are links for "Forgot Password?" and "I'm a new user. Apply for SYCPass".

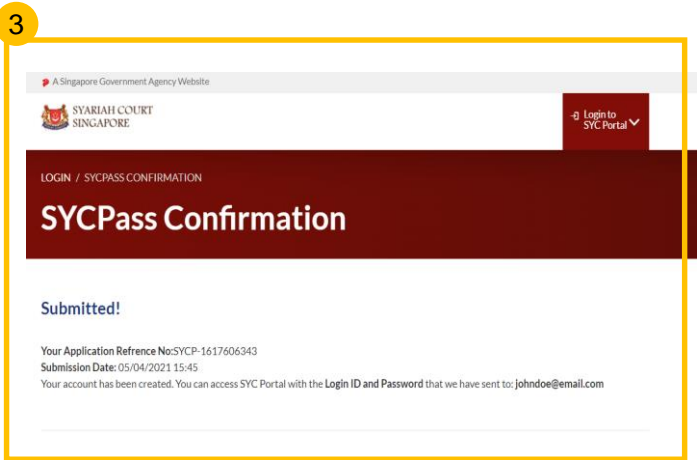


The screenshot shows the "TwoFactor" page. At the top, there is a dark red banner with the text "LOGIN / TWOFACOR". Below this, the word "TwoFactor" is displayed in large white letters. The main content area is titled "Token OTP" and features a yellow box with a yellow circle containing the number 3. Inside the box, there is a large white input field for the OTP. Below the input field, there are two buttons: a grey "Resend Token" button (highlighted with a yellow box and a yellow circle containing the number 4) and a red "Submit" button. At the bottom of the page, there is a timer that says "OTP will expire in 04:57 minutes!".

Apply for SYCPass

# Apply for SYCPass

- 1 To apply for a SYCPass, click **Apply for SYCPass** under the SYCPass section. You will be redirected to the SYCPass application page.
- 2 Fill in the required fields, type the Captcha code and click **Submit**. All fields in the application form are mandatory.
- 3 Upon successful registration, there will be a **SYCPass Confirmation** message with the **Application Reference Number** and **Submission Date**. You may now login to the SYC Portal using the Username and Password that has been sent to the email address provided in your application for SYCPass.



A Singapore Government Agency Website

SYARIAH COURT SINGAPORE

Login to SYC Portal

## Application for SYCPass

### Application for SYCPass

SYCPass is eligible for foreigners; individuals who do not have SingPass. Applicants require an SYCPass to access SYC Portal to manage their cases, correspondence, and details with Syariah Court.

All fields are mandatory.

Full Name (as per NRIC/ID)

Doe John

ID Type

Passport

ID No.

P4234325B

Gender

Male

Nationality

AUSTRALIAN

Contact Number

Singapore(+65)

98949393

Email Address

johndoe@email.com

☒ I hereby declare that the information given in this form to be true, correct and complete.

Retype the code from the picture:

WJ9B44

WJ9B44

Back to Login

Submit

SYCPass - Reset Password



# Apply for SYCPass - SYCPass Reset

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- 1 When logging in for the first time with SYCPass, you will be prompted to reset your password. The new password must meet the all the conditions displayed on the screen.
- 2 Key in your new password at **New Password** and **Confirm Password**.
- 3 Click **Reset Password**.
- 4 Upon clicking **Reset Password**, you will be redirected to your Dashboard for SYC e-Services.

1

LOGIN / SYCPASS RESET

## SYCPass Reset

### Password Reset

- Your password must meet the following conditions:
- At least 12 characters; - Contain characters from at least two of the following four categories:
  - at least one Upper case (A - Z);
  - at least one Lower case (a - z);
  - at least one number (0 - 9)
  - at least one special character (! \$, #, %, etc.).
- Should not be the same as your login ID;
- Should not be a commonly used or expected password, for example, "password"; "P@ssword"; "Pass123" etc; and
- Should not be the same as any of the last three generations of passwords

Enter and confirm your new password below to access your account.

2

New Password

Confirm Password

3

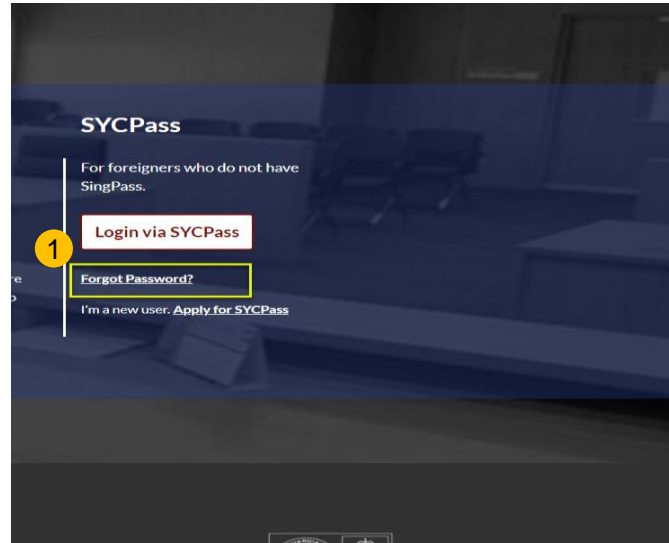
Reset Password

SYCPass - Forgot Password

# SYCPass – Forgot Password

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- 1 To reset your password, click **Forgot Password** under the SYCPass section of the login page.
- 2 You will be brought to the **Forgot Password** page. Enter your Email Address and click **Send**. A password reset link will be sent to your email address.
- 3 After clicking on the link in your email, you will be redirected to the **SYCPass Reset** page.
- 4 The new password must meet all the conditions displayed on the screen.
- 5 Key in your **New Password** and retype to **Confirm Password**. Click **Reset Password**.



LOGIN / FORGOT PASSWORD

## Forgot Password

2

Forgot your password?

Enter your email address and we will send you a link to reset your password.

Email Address

3

LOGIN / SYCPASS RESET

## SYCPass Reset

### Password Reset

4

- Your password must meet the following conditions:
- At least 12 characters; - Contain characters from at least two of the following four categories:
  - at least one Upper case (A - Z);
  - at least one Lower case (a - z);
  - at least one number (0 - 9)
  - at least one special character (!, \$, #, %, etc.).
- Should not be the same as your login ID;
- Should not be a commonly used or expected password, for example, "password"; "P@ssword"; "Pass123" etc; and
- Should not be the same as any of the last three generations of passwords

5 Enter and confirm your new password below to access your account.

New Password

Confirm Password

Update Particulars

# Update Particulars

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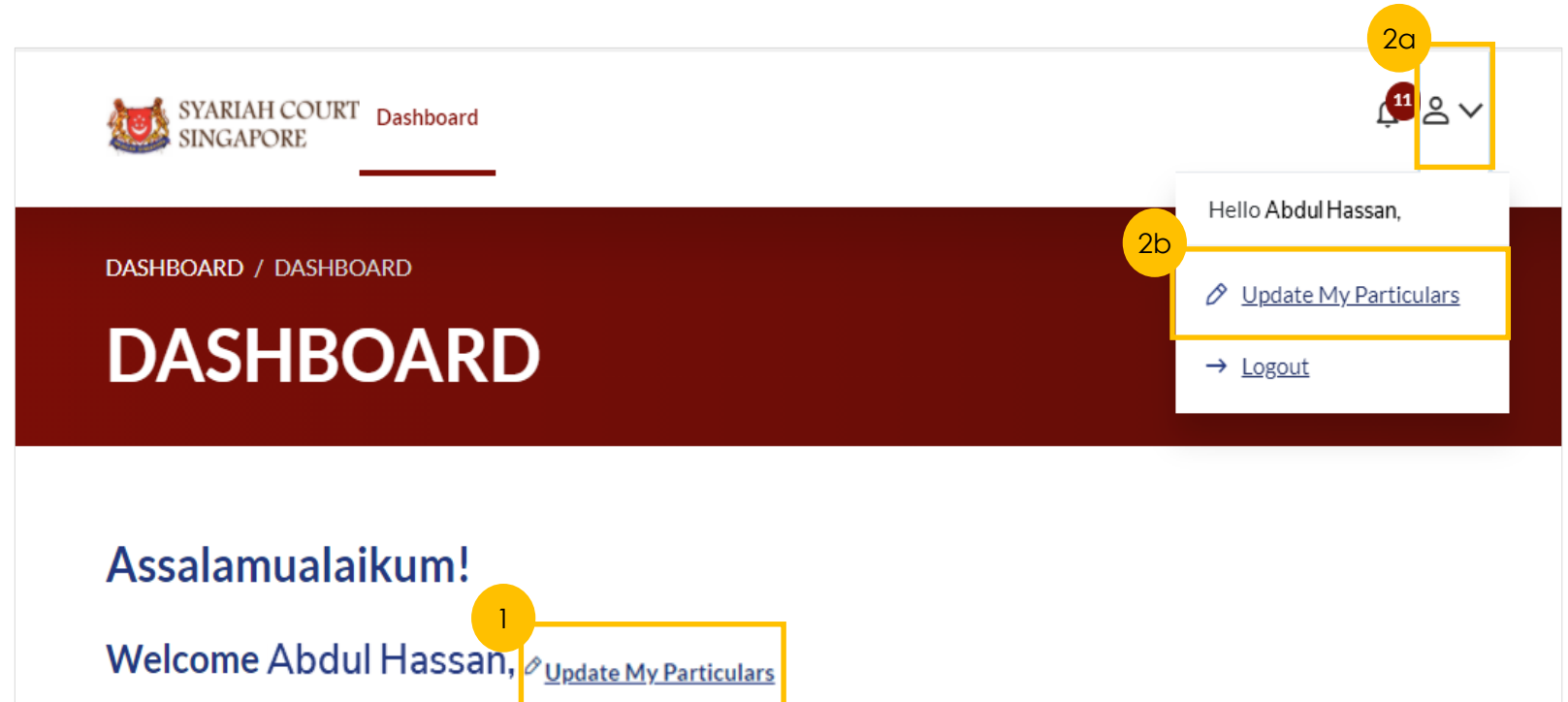
1 For first time and existing users with changes to their contact details, you may update your particulars in the SYC Portal.

2 There are two ways to update your user profile.

(a) Click on **Update My Particulars** on your Dashboard.

Or

(b) Click on the downward arrow beside the profile icon, which is next to the bell, at the top-right hand side of any of the pages in the e-Services and select **Update My Particulars**.



# Update Particulars for users logging in with SingPass

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\*Note: Please note that all fields are mandatory requirements in Update Particulars, unless otherwise stated.

- 1 For users with SingPass login, greyed out fields cannot be updated as the information is pre-populated from MyInfo.
- 2 Enter the postal code for the Residential Address and click on **Retrieve Address** to auto populate the Blk/House No. and Street name fields. Complete all other fields.
- 3 If the **Mailing Address** and **Residential Address** are different, slide the slider to left.
- 4 The **Save** button will be enabled when all mandatory fields are completed. Click **Save** to update your particulars. You will then be re-directed to your Dashboard.

DASHBOARD / UPDATE MY PARTICULARS

## Update My Particulars

1

Full Name (as per ID No.) Nama Penuh (seperti di Kad Pengenalan)	Alias (Optional) Alias (Jika ada)
TAN CHONG HO	SUN CHENG HO JOSHUA
ID Type Jenis ID	ID No. No. Kad Pengenalan.
SG PINK	S9812351B
Citizenship Kerakyatan	Nationality Kewarganegaraan
Singapore Citizen	SINGAPORE CITIZEN
Date of Birth Tarikh Lahir	Gender Jantina
06/10/1988	Male
Race Bangsa	Highest Education Qualification Kelayakan Pendidikan Tertinggi
CHINESE	Please Select..

### Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

Postal Code  
Poskod

642698

Retrieve Address

### Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

2 Postal Code  
Poskod

101092

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

92A

Level No.  
No. Aras

Enter Text

Unit. No.  
No. Unit

192

Street Name  
Nama Jalan

TELOK BLANGAH STREET 31

Building Name (Optional)  
Nama Bangunan (Jika ada)

TELOK BLANGAH PARCVIEW

### 3 Mailing Address

☒ Same as Residential Address

### Contact Details

Handphone  
Telefon bimbit

Singapore(+65)

91743432

Home (Optional)  
Rumah (Jika ada)

Singapore(+65)

84544332

Email Address  
Alamat emel

email@email.com

4

Cancel

Save

# Update Particulars for users logging in with SYCPass

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\*Note: Please note that all fields are mandatory requirements in Update Particulars, unless otherwise stated.

- 5 For users with SYCPass login, all fields are editable.
- 6 Enter the postal code for the Residential Address and click on Retrieve Address to auto populate the address.
- 7 If the **Mailing Address** and **Residential Address** are different, slide the slider to left.
- 8 Upon filling all the mandatory fields, the Save button will be enabled.
- 9 Once the necessary updates are done, click **Save** at the bottom of the form.
- 10 Once the changes have been saved, you will be re-directed to your Dashboard.

5

DASHBOARD / UPDATE MY PARTICULARS

Update My Particulars

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

Lim wei jun xavier

Alias (Optional)  
Alias (Jika ada)

Type here...

ID Type  
Jenis ID

PASSPORT

ID No.  
No. Kad Pengenalan

T0125412F

Citizenship  
Kerakyatan

Please Select..

Nationality  
Kewarganegaraan

JAPANESE

Date of Birth  
Tarikh Lahir

01/01/1970

Gender  
Jantina

Male

Race  
Bangsa

Highest Education Qualification  
Kelayakan Pendidikan Tertinggi

Please Select..

6

Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

Postal Code  
Poskod

101092

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

92A

Level No.  
No. Aras

Enter Text

Unit. No.  
No. Unit

192

Street Name  
Nama Jalan

TELOK BLANGAH STREET 31

Building Name (Optional)  
Nama Bangunan (Jika ada)

TELOK BLANGAH PARCVIEW

7

Mailing Address

☒ Same as Residential Address

9

Contact Details

Handphone  
Telefon bimbit

Singapore(+65)

91743432

Home (Optional)  
Rumah (Jika ada)

Singapore(+65)

84544332

Email Address  
Alamat emel

email@email.com

Cancel

Save



Search for Inheritance Certificate

# Search for Inheritance Certificate

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For New Applications/ Re-applications/ Extracts, you will need to conduct a Search for Inheritance Certificate first.

- 1 Select the **Inheritance** tab on your Dashboard.
- 2 Click on **Create New Application**.
- 3 Select the ID Type and fill in the **ID No.** or enter the **Inheritance Certificate Number** to search for any existing Inheritance Certificate.
- 4 Upon entering the **ID Type** and **ID No./Inheritance Certificate Number**, the **Search** button is enabled. Click on **Search** to view search results.

Assalamualaikum!

Welcome Maliha Nisar, [Update My Particulars](#)

This is your personalised portal where you can view your transactions, correspondence, and details with Syariah Court.

What I need to do... - 0 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
----------	---------------------------	---------	--------	------

You have no case/appointment in the records

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.

1

Divorce

Inheritance

Others

2

Ongoing Application

Create New Application

Completed Application

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
---------------------------	---------	--------	------	---------

3a Search for Inheritance Certificate via  
Pencarian Sijil Warisan melalui

☒ ID No. ☐ Inheritance Certificate Number

4a Deceased ID Type  
Jenis Kad Pengenalan

ID No.  
No Kad Pengenalan

Cancel

Search for Inheritance Certificate via  
Pencarian Sijil Warisan melalui

☐ ID No. ☒ Inheritance Certificate Number

4a Inheritance Certificate Number  
No. Sijil Warisan

Cancel

# Application for Inheritance Certificate

# Application for Inheritance Certificate

- 1 For Inheritance Certificate related applications, appointments and tasks, navigate to the **Inheritance** tab on your Dashboard.
- 2 To create an application for Inheritance Certificate, under Inheritance Tab, click on **Create New Application**.
- 3 **Create New Application** page is displayed.
- 4 Search for any existing Inheritance Certificate by the **ID No** of the deceased or **Inheritance Certificate Number** of a previously issued Certificate.
- 5 Upon entering the **ID No./Inheritance Certificate No.** the **Search** button is enabled. Click on **Search** to view search results.
- 6 Results page is displayed along with the available actions in the “**You can do the following**” section.
- 7 Click on the arrow for “**Apply for Inheritance certificate**” and the link to **Apply for Inheritance Certificate** along with the Description and Documents Required appear.
- 8 Click on **Apply for Inheritance Certificate**.

The screenshot illustrates the 'Create New Application' process for an Inheritance Certificate. It is divided into two main sections: 'Ongoing Application' and 'Completed Application'. The 'Ongoing Application' section contains a 'Create New Application' button, which is highlighted with a yellow box and a yellow circle with the number 2. The 'Completed Application' section displays a table with columns: Cases/ Appointments / Tasks, Case ID, Status, Date, and Remarks. A yellow box with a yellow circle with the number 3 highlights the 'Create New Application' button. Below this, a yellow box with a yellow circle with the number 4 highlights a search section. This section includes a message: 'Please check if there is an existing Inheritance Certificate before you start any new application.' Below this message is a search form with a title 'Search for Inheritance Certificate via Pencarian Sijil Warisan melalui' and two radio buttons: 'ID No.' (selected) and 'Inheritance Certificate Number'. Below the radio buttons are two input fields: 'Deceased ID Type' (with a dropdown menu showing 'Please Select...', 'SG PINK', 'SG BLUE', 'FIN', 'PASSPORT', and 'Other IDs') and 'ID No. No Kad Pengenalan' (with a text input field containing 'S1234567P'). A 'Search' button is highlighted with a yellow box and a yellow circle with the number 5. Below the search form is a 'Cancel' button. Below the search form, a message states: 'There is no Inheritance Certificate under this NRIC/ID No.' Below this message is a section titled 'You can do the following:' which is highlighted with a yellow box and a yellow circle with the number 6. This section contains a list of actions: 'Apply for Inheritance Certificate' (highlighted with a yellow box and a yellow circle with the number 7) and 'Apply for Inheritance Certificate' (highlighted with a yellow box and a yellow circle with the number 8). Below the list of actions is a table with two columns: 'Description' and 'Document Required'. The 'Description' column contains the text: 'For an applicant who intends to apply for an inheritance certificate. Estimated time required to complete the form: 20 min'. The 'Document Required' column contains the text: 'Death Certificate of the Deceased' and 'NRIC or Passport No. of the applicant and beneficiaries'. A 'Cancel' button is located at the bottom of the page.

1

Divorce Inheritance Others

2

Ongoing Application Create New Application

Completed Application

3

4

Please check if there is an existing Inheritance Certificate before you start any new application.

Search for Inheritance Certificate via  
Pencarian Sijil Warisan melalui

☒ ID No. ☐ Inheritance Certificate Number

Deceased ID Type  
Jenis Kad Pengenalan

Please Select...  
Please Select...  
SG PINK  
SG BLUE  
FIN  
PASSPORT  
Other IDs

ID No.  
No Kad Pengenalan

Enter Deceased NRIC/ID No

5

Search

Cancel

Deceased ID Type  
Jenis Kad Pengenalan

SG PINK

ID No.  
No Kad Pengenalan

S1234567P

Search

There is no Inheritance Certificate under this NRIC/ID No.

6

You can do the following:

7

Apply for Inheritance Certificate

8

Apply for Inheritance Certificate

Description

For an applicant who intends to apply for an inheritance certificate.  
Estimated time required to complete the form: 20 min

Document Required

Death Certificate of the Deceased  
NRIC or Passport No. of the applicant and beneficiaries

Cancel

# Application for Inheritance Certificate

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- 9 Upon clicking **Apply for Inheritance Certificate** the **Important Notes** page is displayed.
- 10 Read through the **Important Notes**.
- 11 Click on the links for [Privacy Statement](#), [Terms of Use](#), [FAQ on Faraidh](#) and [Faraidh – The Islamic Law of Inheritance](#) to read each item.  
Tick on the checkboxes to agree to the **Privacy Statement** and **Terms of Use** and to indicate your understanding of Faraid.
- 12 To proceed and create application for inheritance certificate, click on **Agree and Proceed**.
- 13 To cancel and go back to Dashboard, click on **Back to Dashboard**.

9 INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Application for Inheritance Certificate

10

Important Notes

1. This service will take you approximately 20 minutes to complete.

2. Please note that the Inheritance Certificate is required for any proceedings relating to the administration or distribution of the estate of a deceased person whose estate is to be distributed according to the Muslim Law.

3. Your will need to be at least 18 years old to apply for an inheritance certificate.

4. Please ensure you have the following documents:

- The Death Certificate of the Deceased
- The NRIC or Passport No. of the applicant and beneficiaries

5. Your application will be processed within X working days.

11

☒ I have read and agreed to the [Privacy Statement](#) and [Terms of Use](#).

☒ I have read and understood the [FAQ on Faraid](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)

12

13

Back to Dashboard

Agree and Proceed

# Application for Inheritance Certificate – Deceased Section

[Return to Contents](#)

- 14 The application form for Inheritance Certificate has three sections to be filled in:
- a) Deceased Person;
  - b) Applicant; and
  - c) Potential beneficiaries.

15 **Section A (Deceased Person)**  
Fill in all particulars of Deceased Person.

16 Click **Choose File** or 'drag and drop' a soft copy to upload Deceased's Death Certificate.

17 Deceased's Death Certificate is a mandatory supporting document. Please attach all necessary documents to avoid delay in processing.

18 Upon filling all the mandatory fields, a green tick will appear for Section A in the vertical tab.



19 Click on **NEXT** to proceed to **Section B (Applicant)**.

14

**A. Deceased Person**

B. Applicant

C. Potential Beneficiaries

15

All fields are mandatory unless otherwise stated.  
You can save the form as draft copy for future completion.  
[Inheritance User Guide \\*placeholder\(PDF,XXB\)](#)

Complete Incomplete

Full Name (as in Death Certificate) ⓘ  
Nama Penuh (seperti di Sijil Kematian)

Enter Text

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

Enter Text

ID Type  
Jenis Kad Pengenalan

Please Select.

ID No. ⓘ  
No Kad Pengenalan

Enter Text

Citizenship  
Kerakyatan

Please Select.

Nationality  
Kewarganegaraan

Please Select.

Date of Death  
Tarikh kematian si mati

01/01/1970

Gender  
Jantina

Please Select.

Mazhab / School of Muslim Law ⓘ  
Mazhab

Please Select.

Please upload the Deceased's Death Certificate

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / [ ].

16

18

19

Next: B. Applicant

Save as Draft Preview

# Application for Inheritance Certificate

## – Applicant Section (SingPass Users)

- 20** Fill in all **Applicant details**. For Applicants using SingPass, greyed out fields cannot be updated as this information is prepopulated from MyInfo.
- 21** Based on the “**Relationship with deceased**” selected from the dropdown, the supporting documents required are displayed. Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on your “**Relationship with deceased**”.
- 22** Click **Choose File** or ‘drag and drop’ a soft copy to attach supporting documents. You may attach multiple documents but only one file at a time.
- 23** Click on **NEXT** to proceed to **Section C ( Potential Beneficiaries)**.

Status: Draft

1 Apply for Inheritance Certificate 2 Preview 3 Declare & Submit 4 Complete

A. Deceased Person !

B. Applicant !

C. Potential Beneficiaries !

**20**

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [Inheritance User Guide \\*placeholder](#) (PDF,XXB)

Complete Incomplete

Full Name (as per ID No.) ⓘ  
Nama Penuh (seperti di Kad Pengenalan)

TAN MING HENG TERENCE

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

TAN MING HENG TERENCE

**21a**

Relationship with Deceased  
Hubungan dengan si mati

Please Select..

Date of Birth  
Tarikh Lahir

SG PINK

ID Type  
Jenis ID

ID No. ⓘ  
No. Kad Pengenalan.

S9812388A

**21b**

Please upload the supporting documents

**22**

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

**20**

Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

Postal Code  
Poskod

652289

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

289C

Level No.  
No. Aras

11

Unit No.  
No. Unit

112

Street Name  
Nama Jalan

BUKIT BATOK STREET 25

Building Name (Optional)  
Nama Bangunan (Jika ada)

NATURE VIEW

Contact Details

Handphone  
Telefon bimbit

Belgium(+32)

12345

Email Address  
Alamat email

newp@gmail.com

**23**

Previous: A. Deceased Person

Next: C. Potential Beneficiaries

Save as Draft

Preview



# Application for Inheritance Certificate

## – Applicant Section (SYCPass Users)

[Return to Contents](#)

24 Fill in all **Applicant details**. For Applicants using SYCPass, all fields are editable and can be updated.

25 Based on the “**Relationship with deceased**” selected from the dropdown, the supporting documents required are displayed. Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on your “**Relationship with deceased**”.

26 Click **Choose File** or ‘drag and drop’ a soft copy to attach supporting documents. You may attach multiple documents but only one file at a time.

27 Click on **NEXT** to proceed to **Section C (Beneficiaries)**.

24

1 Apply for Inheritance Certificate 2 Preview 3 Declare & Submit 4 Complete

A. Deceased Person

B. Applicant

C. Potential Beneficiaries

All fields are mandatory unless otherwise stated.  
You can save the form as draft copy for future completion  
[Inheritance User Guide \\*placeholder](#) (PDF,XOXB)

Complete Incomplete

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

ABBAS ALI

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

ABBAS ALI

25 Relationship with Deceased  
Hubungan dengan si mati

Please Select..

Date of Birth  
Tarikh Lahir

ID Type  
Jenis ID

PASSPORT

ID No.  
No. Kad Pengenalan

A1234567B

26 Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

Residential Address

Location  
Lokasi

Local Overseas

Postal Code  
Poskod

24

Residential Address

Location  
Lokasi

Local Overseas

Postal Code  
Poskod

652289

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

289C

Level No.  
No. Aras

11

Unit No.  
No. Unit

112

Street Name  
Nama Jalan

BUKIT BATOK STREET 25

Building Name (Optional)  
Nama Bangunan (Jika ada)

NATURE VIEW

Contact Details

Handphone  
Telefon bimbit

Belgium(+32)

12345

Email Address  
Alamat emel

newp@gmail.com

27

Previous:  
A. Deceased Person

Next:  
C. Potential Beneficiaries

Save as Draft

Preview

# Application for Inheritance Certificate - Potential Beneficiaries

- 28 Click on **Add Potential Beneficiary**.
- 29 A pop up box to add potential beneficiary details is displayed. Fill in the required potential beneficiary details.
- 30 Upon filling all mandatory fields, the **Save** button is enabled. Update the potential beneficiary details and click on **Save**.
- 31 On adding one or more potential beneficiaries, the record is displayed in the Potential Beneficiaries table and the **Preview** button is enabled.

A. Deceased Person ✓

B. Applicant ✓

C. Potential Beneficiaries ✓

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [Inheritance User Guide \\*placeholder](#)(PDF,XXB)

✓ Complete ! Incomplete

Please add Potential Beneficiaries in the following table: [Family Relationship Chart](#)

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Son's Son	<a href="#">JUNAID RAZA</a>	SG PINK	S2376173Y	⋮

Add Potential Beneficiary

Previous:  
B. Applicant

Save as Draft

31b Preview

28 To add the list of potential beneficiaries, please click on "Add Potential Beneficiary".

C. Potential Beneficiaries

Add Potential Beneficiary

PREVIOUS  
B. Applicant

Save as Draft

Preview

29

Add Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

Full Name (as per ID No.) ⓘ  
Nama Penuh (seperti di Kad Pengenalan)

Enter Text

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

Enter Text

ID Type  
Jenis ID

ID No. ⓘ  
No. Kad Pengenalan.

Enter Text

30

Cancel

Save

# Application for Inheritance Certificate – Potential Beneficiaries

- 32 Click on the three dots at the end of the row to Edit or Delete an existing potential beneficiary.
- 33 Upon clicking **Edit**, the Edit Potential Beneficiary pop up box is displayed.
- 34 Edit the potential beneficiary details and click on **Save**.
- 35 On clicking **Delete**, the potential beneficiary's details will be deleted from the table.
- 36 Click on **Preview**.

**Edit Potential Beneficiary** [X]

Relationship with Deceased  
Hubungan dengan si mati

Son's Son

Full Name (as per ID No.) ⓘ  
Nama Penuh (seperti di Kad Pengenalan)

JUNAID RAZA

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

JUNAID RAZA ABDUL

ID Type  
Jenis ID

SG PINK

ID No. ⓘ  
No. Kad Pengenalan

S2376173Y

Cancel Save



A. Deceased Person	✓
B. Applicant	✓
C. Potential Beneficiaries	✓

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [Inheritance User Guide \\*placeholder](#)(PDF,XXB)

✓ Complete ! Incomplete

Please add Potential Beneficiaries in the following table:

[Family Relationship Chart](#)

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Son's Son	<a href="#">JUNAID RAZA</a>	SG PINK	S2376173Y	⋮
					Edit
					Delete

Add Potential Beneficiary

Previous:  
B. Applicant

Save as Draft

Preview

# Application for Inheritance Certificate – Potential Beneficiaries

[Return to Contents](#)

37 Verify all details in all the sections are accurate in the Preview page.

38 Click on **Submit**.

39 Read the declaration and tick the checkbox.

40 Click on **Agree and Proceed**.

41 **Inheritance Certificate Application submission screen** will display:

- Status of application
- Your Case ID
- Submission Date
- Your registered email address to which a copy of your application will be sent.

42 To download a PDF copy of your application, click on **Save as PDF**.

43 Your application details will be displayed on your Dashboard.

Next steps:

- [‘Statutory Declaration’](#)
- [‘Payment for Inheritance Certificate’](#)

37

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Brother

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
PUTRA JAMAL BIN DANISH

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
PUTRA JAMAL BIN DANISH

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234567Y

Potential Female Beneficiaries (Total 1)

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Daughter

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
NOORIYA SIDDIQUI

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
NOORIYA SIDDIQUI

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234565U

Previous:  
B. Applicant

38

Back to Edit Submit

Status: Draft

✓ Apply for Inheritance Certificate ✓ Preview 3 Declare & Submit 4 Complete

39 ☒ Please note that you will be required to affirm a Statutory Declaration on the contents of this application. Further instructions will be provided after your documents are verified

40

Back to Preview Agree and Proceed

41a Status: Pending Approval

✓ Apply for Inheritance Certificate ✓ Preview ✓ Declare & Submit 4 Complete

Submitted!

41b Your Case ID: I-20201212-0001  
Submission Date: 12/12/2020 14:20  
An acknowledgement with a copy of your submission has been sent to: alexjohnsmith@mail.com.

42

Save as PDF Back to Dashboard

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	<a href="#">I-20201212-0001</a>	Pending Approval	12/12/2020 14:20	

Re-apply for New Inheritance  
Certificate (Re-apply with different set  
of facts)

[Return to Contents](#)

1

4

Se

## Arch

5

6

7

8

9

7

6

9

# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts) [Return to Contents](#)

- 10 Read through **Important Notes**.
- 11 Click on the links for [Privacy Statement](#), [Terms of Use](#), [FAQ on Faraidh](#) and [Faraidh – The Islamic Law of Inheritance](#) to read each item.  
Tick on the checkboxes to agree to the **Privacy Statement** and **Terms of Use** and to indicate your understanding of Faraid.
- 12 Click on **Agree and Proceed**.
- 13 Fill in **Reason for new application**.
- 14 Click on **NEXT** to proceed to **Section B (Deceased Person)**.

The screenshot displays the 'Apply for Inheritance Certificate' form with the following elements:

- Step 10:** A yellow box highlights the 'Important Notes' section, which contains five numbered points regarding the service's duration, legal requirements, age restrictions, required documents (Death Certificate, NRIC/Passport), and processing time.
- Step 11:** A yellow box highlights two checked checkboxes: 'I have read and agreed to the [Privacy Statement](#) and [Terms of Use](#)' and 'I have read and understood the [FAQ on Faraidh](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)'.
- Step 12:** A yellow box highlights the 'Agree and Proceed' button.
- Progress Bar:** A horizontal bar at the top shows four steps: 1. Apply for Inheritance Certificate (active), 2. Preview, 3. Declare & Submit, and 4. Complete.
- Section A:** 'Reason for New Application' with a note that all fields are mandatory unless otherwise stated, and a link to the 'Inheritance User Guide'.
- Section B:** 'Deceased Person' is the current section, marked as 'Complete' with a green checkmark. Below it are sections for 'C. Applicant' and 'D. Potential Beneficiaries'.
- Step 13:** A yellow box highlights the 'Reason for new application' text area, which contains the placeholder 'Enter here...' and a character count '0/2000'.
- Step 14:** A yellow box highlights the 'NEXT B. Deceased Person' button.
- Footer:** 'Save as Draft' and 'Preview' buttons are located at the bottom.



# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts)

[Return to Contents](#)

15 Fill in/Update all particulars of the Deceased Person.

16 Click **Choose File** or 'drag and drop' a soft copy to upload Deceased's Death Certificate.

17 Deceased's Death Certificate is a mandatory supporting document. Please attach all necessary documents to avoid delay in processing.

18 Click on **NEXT** to proceed to Section C (Applicant).

15

Status: Draft

1 Apply for Inheritance Certificate2 Preview3 Declare & Submit4 Complete

A. Reason for New Application1

B. Deceased Person2

C. Applicant3

D. Beneficiaries4

- All fields are mandatory unless otherwise stated.

- You can save the form as draft copy for future completion

- [Inheritance User Guide \\*placeholder](#)(PDF;XXB)

Complete

Incomplete

Full Name (as in Death Certificate) ⓘ

Nama Penuh (seperti di Sijil Kematian)

ABBAS SAMEER KHAN

Full Name to be Printed on Inheritance Certificate

Nama Penuh untuk dicetak di Sijil Warisan

ABBAS SAMEER KHAN@123

ID Type

Jenis Kad Pengenalan

SG PINK

ID No. ⓘ

No Kad Pengenalan.

S1234567T

Citizenship

Kerakyatan

Singapore Citizen

Nationality

Kewarganegaraan

SINGAPORE CITIZEN

Date of Death

Tarikh kematian si mati

24/01/1990

Gender

Jantina

Male

Mazhab / School of Muslim Law ⓘ

Mazhab

Shafiee

16

Please upload the Deceased's Death Certificate

17

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / [ ] .

2.png

Type of Document

Death Certificate

18

Previous: A. Reason for New Application

Next: C. Applicant

Save as Draft

Preview

# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts)

[Return to Contents](#)

- 19 Fill in all **Applicant details**. For Applicants using SingPass, greyed out fields cannot be updated as this information is prepopulated from MyInfo.
- 20 Based on the “**Relationship with deceased**” selected from the dropdown, the supporting documents required are displayed.
- 21 Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on your “Relationship with deceased”.
- 22 Click **Choose File** or ‘drag and drop’ a soft copy to attach supporting documents. You may attach multiple documents but only one file at a time.
- 23 Click on **NEXT** to proceed to **Section D (Potential Beneficiaries)**.

19

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

Status: Draft

A. Reason for New Application

B. Deceased Person

C. Applicant

D. Beneficiaries

All fields are mandatory unless otherwise stated.

You can save the form as draft copy for future completion

[Inheritance User Guide\\*placeholder\(PDF,XXB\)](#)

Complete

Incomplete

Full Name (as per ID No.) ⓘ  
Nama Penuh (seperti di Kad Pengenalan)

TAN MING HENG TERENCE

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

TAN MING HENG TERENCE

Relationship with Deceased  
Hubungan dengan si mati

Please Select...

Date of Birth  
Tarikh Lahir

ID Type  
Jenis ID

SG PINK

ID No. ⓘ  
No. Kad Pengenalan.

S9812388A

Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

LOKASI

Local

Overseas

Postal Code  
Poskod

652289

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

289C

Level No.  
No. Aras

11

Unit. No.  
No. Unit

112

Street Name  
Nama Jalan

BUKIT BATOK STREET 25

Building Name (Optional)  
Nama Bangunan (Jika ada)

NATURE VIEW

Contact Details

Handphone  
Telefon bimbit

Belgium(+32)

12345

Email Address  
Alamat emel

newp@gmail.com

Previous:  
B. Deceased Person

Next:  
D. Beneficiaries

Save as Draft

Preview

# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts) [Return to Contents](#)

24 Fill in all **Applicant details**.  
For Applicants using **SYCPass**, all fields are editable and can be updated.

B. Deceased Person

C. Applicant

D. Beneficiaries

Complete

Incomplete

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

Maliha Maliha Nisar

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

TAN MING HENG TERENCE

Relationship with Deceased  
Hubungan dengan si mati

Please Select.

Date of Birth  
Tarikh Lahir

ID Type  
Jenis ID

PASSPORT

ID No.  
No. Kad Pengenalan.

A1234567B

Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

Residential Address

Location  
Lokasi

Local

Overseas

Postal Code  
Poskod

828724

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

Level No.  
No. Aras

Unit No.  
No. Unit

94

99

99

Street Name  
Nama Jalan

PUNGOL CENTRAL

Building Name (Optional)  
Nama Bangunan (Jika ada)

PARC CENTROS

Contact Details

Handphone  
Telefon bimbit

Singapore(+65)

56788765

Email Address  
Alamat emel

nisar.maliha@ncs.com.sg

Previous:  
B. Deceased Person

Next:  
D. Beneficiaries

Save as Draft

Preview

# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts)

[Return to Contents](#)

25 To add potential beneficiary, click on **Add Potential Beneficiary**.

26 A pop up box to add potential beneficiary details is displayed. Fill in the required potential beneficiary details.

27 Upon filling all mandatory fields, the **Save** button is enabled. Update the potential beneficiary details and click on **Save**.

28 Click on the three dots at the end of the row to Edit or Delete an existing potential beneficiary.

29 Upon clicking on **Edit**, the Edit potential beneficiary pop up box is displayed.

30 Edit the beneficiary details and click on **Save**.

31 On clicking **Delete**, the pop up box for “Reason for deleting potential beneficiary” is displayed. On entering the reason and clicking **Save**, the potential beneficiary’s details will be deleted.

32 After making all the updates click on **Preview**.

C. Potential Beneficiaries

Complete

Incomplete

Please add Potential Beneficiaries in the following table: [Family Relationship Chart](#)

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.
1	Son's Son	<a href="#">JUNAID RAZAQ</a>	SG PINK	S2376173Y

Add Potential Beneficiary

Edit

Delete

Previous: B. Applicant

Save as Draft

Preview

Add Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

ID Type  
Jenis ID

ID No.  
No. Kad Pengenalan.

Cancel

Save

Delete Potential Beneficiary: JUNAID RAZAQ

Reason for deleting potential beneficiary

Enter here...

0 / 2000

Cancel

Save

Edit Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan

ID Type  
Jenis ID

ID No.  
No. Kad Pengenalan.

Cancel

Save

# Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts)

[Return to Contents](#)

- 33 Verify all Potential Beneficiary details are accurate on the Preview page.
- 34 Click on **Submit**.
- 35 Read declaration and tick the checkbox.
- 36 Click on **Agree and Proceed**.
- 37 **Inheritance Application submission screen** will display:
  - Status of application
  - Your Case ID
  - Submission Date
  - Your registered email address that to which a copy of your application will be sent
- 38 To download a PDF copy of your application, click on **Save as PDF**.
- 39 Your application details will be displayed on your Dashboard.

## Next steps:

- [‘Statutory Declaration’](#)
- [‘Payment of Inheritance Certificate’](#)

33

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Brother

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
PUTRA JAMAL BIN DANISH

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
PUTRA JAMAL BIN DANISH

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234567Y

Potential Female Beneficiaries (Total 1)

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Daughter

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
NOORIYA SIDDIQUI

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
NOORIYA SIDDIQUI

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234565U

Previous:  
B. Applicant

34

Back to Edit Submit

Status: Draft

✓ Apply for Inheritance Certificate Preview 3 Declare & Submit 4 Complete

35

☒ Please note that you will be required to affirm a Statutory Declaration on the contents of this application. Further instructions will be provided after your documents are verified

36

Back to Preview Agree and Proceed

37a

Status: Pending Approval

✓ Apply for Inheritance Certificate ✓ Preview ✓ Declare & Submit 4 Complete

Submitted!

37b

Your Case ID: I-20201212-0001  
Submission Date: 12/12/2020 14:20  
An acknowledgement with a copy of your submission has been sent to: alexjohnsmith@mail.com.

38

Save as PDF Back to Dashboard

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	<a href="#">I-20201212-0001</a>	Pending Approval	12/12/2020 14:20	

Revision of Inheritance Certificate  
(Death of beneficiary before final  
distribution of estate)

# Revision of Inheritance Certificate

[Return to Contents](#)

Follow steps 1 to 4 of  
'[Search for Inheritance Certificate](#)'

5 Select the **Inheritance Certificate** to be revised.

6 Click on **Preview**.

7 Click on **Apply for Revision of Inheritance Certificate** drop-down bar.

8 Click on **Revision of Inheritance Certificate**.

9 Read through the **Important Notes**.

10 Click on the links for [Privacy Statement](#), [Terms of Use](#), [FAQ on Faraidh](#) and [Faraidh – The Islamic Law of Inheritance](#) to read each item.

Tick on the checkboxes to agree to the **Privacy Statement** and **Terms of Use** and to indicate your understanding of Faraid.

11 Click on **Agree and Proceed**.

12 Fill in **Section A (Reason for revision)**.

13 Click on **NEXT** to proceed to **Section B (Deceased Person)**.

Please select the Inheritance Certificate that you would like to preview:

2 Search Results "Deceased NRIC/ID No.: S1234567T"

Inheritance Certificate Number	Date of Issuance
<input type="radio"/> 0001/2021 Rev1	01/01/2021
5 <input checked="" type="radio"/> 0001/2021	20/12/2020

6

With this inheritance certificate, you can:

7

8

[Revision of Inheritance Certificate](#)

Description	Documents Required
For an applicant who needs to make amendments to the inheritance certificate as there has been a death of one or more of the beneficiaries in the issued Inheritance Certificate before the final distribution of the estate is made.	Death Certificate of the Deceased Inheritance Certificate Number Death Certificate of any beneficiaries from the original Inheritance Certificate

Estimated time required to complete the form: 20 min

9 **Important Notes**

- This service will take you approximately 20 minutes to complete.
- Please note that the Inheritance Certificate is required for any proceedings relating to the administration or distribution of the estate of a deceased person whose estate is to be distributed according to the Muslim Law.
- Eligibility:
  - An inheritance certificate has been issued for a deceased person (Deceased A).
  - There has been a death of one or more of the beneficiaries in the issued Inheritance Certificate (for Deceased A) before the final distribution of the estate (of Deceased A) is made.
- Please ensure you have the following:
  - The Death Certificate of the Deceased (Deceased A)
  - The NRIC or Passport No. of the applicant and beneficiaries
  - The Death Certificate of any beneficiaries from the original Inheritance Certificate
- Your application will be processed within X working days.

10 ☒ I have read and agreed to the [Privacy Statement](#) and [Terms of Use](#).

☒ I have read and understood the [FAQ on Faraidh](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)

11

1  2  3  4

**A. Reason for Revision**

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion.
- [Inheritance User Guide \\*placeholder](#) (PDF, XXkb)
- ☒ Complete ☐ Incomplete

**B. Deceased Person**

**C. Applicant**

**D. Beneficiaries**

Reason for revision

12 Enter here...

0/2000

13 **NEXT**  
B. Deceased Person

# Revision of Inheritance Certificate

14 In the Revision of Inheritance Certificate form, **Section B (Deceased Person)** details are not editable.

15 Click on **NEXT** to proceed to **Section C (Applicant)**.

## Revision of Inheritance Certificate

Status: Draft

1 Apply for Revision of Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

A. Reason for Revision

B. Deceased Person

C. Applicant

D. Beneficiaries

✓

✓

!

✓

14

- All fields are mandatory unless otherwise stated.  
- You can save the form as draft copy for future completion.

[Inheritance User Guide "placeholder"\(PDF,XXB\)](#)

✓ Complete

! Incomplete

Full Name (as in Death Certificate)  
Nama Penuh (seperti di Sijil Kematian)  
ABBAS SAMEER KHAN

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
ABBAS SAMEER KHAN

ID Type  
Jenis Kad Pengenalan  
SG PINK

ID No.  
No Kad Pengenalan  
S1234567T

Citizenship  
Kerakyatan  
Singapore Citizen

Nationality  
Kewarganegaraan  
SINGAPORE CITIZEN

Date of Death  
Tarikh kematian si mati  
24/01/1990

Gender  
Jantina  
Male

Mazhab / School of Muslim Law  
Mazhab  
Shafiee

[2.png](#)

File Description  
Death Certificate

Previous:  
A. Reason for Revision

15

Next:  
C. Applicant

44



# Revision of Inheritance Certificate

- 16 Fill in all **Applicant details**. For Applicants using **SingPass**, greyed out fields cannot be updated as this information is prepopulated from MyInfo. For Applicants using **SYCPass**, All fields are editable and can be updated.
- 17 Based on the “**Relationship with deceased**” selected from dropdown, the supporting documents required are displayed.
- 18 Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on your “**Relationship with deceased**”.
- 19 Click **Choose File** or ‘drag and drop’ a soft copy to attach supporting documents, You may attach multiple documents but only one file at a time.
- 20 Click on **NEXT** to proceed to **Section D (Beneficiaries)**.

20

Previous:  
B. Deceased Person

Next:  
D. Beneficiaries

Save as Draft

Preview

16

D. Beneficiaries

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

TAN MING HENG TERENCE

17

Relationship with Deceased  
Hubungan dengan si mati

Please Select...

Date of Birth  
Tarikh Lahir

19

Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

Postal Code  
Poskod

652289

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

289C

Level No.  
No. Aras

11

Unit No.  
No. Unit

112

Street Name  
Nama Jalan

BUKIT BATOK STREET 25

Building Name (Optional)  
Nama Bangunan (Jika ada)

NATURE VIEW

Contact Details

Handphone  
Telefon bimbit

Belgium(+32)

12345

Email Address  
Alamat email

newp@gmail.com

Return to Contents

16

D. Beneficiaries

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

Maliha Maliha Nisar

17

Relationship with Deceased  
Hubungan dengan si mati

Please Select...

Date of Birth  
Tarikh Lahir

19

Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.

Residential Address

Location  
Lokasi

☒ Local ☐ Overseas

Postal Code  
Poskod

828724

Retrieve Address

Blk/House No.  
No. Blok/No. Rumah

94

Level No.  
No. Aras

99

Unit No.  
No. Unit

99

Street Name  
Nama Jalan

PUNGGOL CENTRAL

Building Name (Optional)  
Nama Bangunan (Jika ada)

PARC CENTROS

Contact Details

Handphone  
Telefon bimbit

Singapore(+65)

56788765

Email Address  
Alamat email

nisar.maliha@nccs.com.sg

45

# Revision of Inheritance Certificate

- 21 To mark an existing Beneficiary as passed away, click on the **three dots** and select **Edit**.
- 22 Tick the checkbox if beneficiary has passed away. Click on **Save**.
- 23 Click on **Add Potential Beneficiary** to add potential beneficiaries for the deceased beneficiary that has passed away. Alternatively, tick the checkbox if there are no potential beneficiaries.
- 24 Fill in the required potential beneficiary details.
- 25 Click on **Save**.
- 26 Successfully added **Potential Beneficiary** will be displayed.
- 27 Click on **Preview**.

D. Beneficiaries

Please select the name of the beneficiary who has passed away: [Family Relationship Chart](#)

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Son	<a href="#">JUNAID RAZAQ</a>	SG PINK	S1234567U	21a
2	Daughter	<a href="#">FARISA FATEHI</a>	SG PINK		21b
3	Son	<a href="#">ABDUL RAZAQ</a>	SG PINK	S1234567H	
4	Son	<a href="#">YOUSUF AMAR</a>	SG PINK	S1234567T	
5	Daughter	<a href="#">AISHAH AHMAD</a>	SG PINK	G1234567T	
6	Daughter	<a href="#">NORIYA ANWAR</a>	SG PINK	T1234567Y	
7	Son	<a href="#">ABBAS SAMAR KHAN</a>	SG PINK	S1234567Y	
8	Daughter	<a href="#">MASITA QAMAR UZMAN</a>	SG BLUE	S1234567K	

Potential Beneficiaries of JUNAID RAZAQ

23b ☐ There are no potential beneficiaries.

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Daughter	<a href="#">JUVERIYA RAZAQ</a>	SG PINK	S2324244U	

23a 

Add Potential Beneficiary

Previous: C. Applicant

27 

Save as Draft

Preview

Edit Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati  
Daughter

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
FARISA FATEHI

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
FARISA FATEHI

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
T1234567I

22a ☒ Beneficiary has passed away

22b 

Cancel

Save

Add Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  

Enter Text

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  

Enter Text

ID Type  
Jenis ID

ID No.  
No. Kad Pengenalan.  

Enter Text

26 

Cancel

Save

46

# Revision of Inheritance Certificate

[Return to Contents](#)

- 28 Verify all details under all sections are accurate on the Preview page.
- 29 Click **Submit**.
- 30 Read declaration and tick the checkbox.
- 31 Click on **Agree and Proceed**.
- 32 **Inheritance Application submission screen** will display:
  - Status of application
  - Your Case ID
  - Submission Date
  - Your registered email address to which a copy of your application will be sent
- 33 To download a PDF copy of your application, click on **Save as PDF**.
- 34 Your application details will be displayed on your Dashboard.

Next steps:

- [‘Statutory Declaration’](#)
- [‘Payment of Inheritance Certificate’](#)

28

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Brother

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
PUTRA JAMAL BIN DANISH

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
PUTRA JAMAL BIN DANISH

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234567Y

Potential Female Beneficiaries (Total 1)

Potential Beneficiary #1

Relationship with Deceased  
Hubungan dengan si mati  
Daughter

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
NOORIYA SIDDIQUI

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
NOORIYA SIDDIQUI

ID Type  
Jenis ID  
SG PINK

ID No.  
No. Kad Pengenalan.  
S1234565U

Previous:  
B. Applicant

29

Back to Edit Submit

Status: Draft

✓ Apply for Inheritance Certificate ✓ Preview 3 Declare & Submit 4 Complete

30

☒ Please note that you will be required to affirm a Statutory Declaration on the contents of this application. Further instructions will be provided after your documents are verified

31

Back to Preview Agree and Proceed

32a

Status: Pending Approval

✓ Apply for Inheritance Certificate ✓ Preview ✓ Declare & Submit 4 Complete

Submitted!

32b

Your Case ID: I-20201212-0001  
Submission Date: 12/12/2020 14:20  
An acknowledgement with a copy of your submission has been sent to: alexjohnsmith@mail.com.

33

Save as PDF Back to Dashboard

34

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	<a href="#">I-20201212-0001</a>	Pending Approval	12/12/2020 14:20	

# Supporting Documents for Proof of Relationship

Relationship	Supporting Document for Proof of Relationship
Husband/Wife	<ul style="list-style-type: none"> <li>• Marriage certificate</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> <li>• If the Marriage Certificate produced is issued by a foreign authority, it is to be endorsed by a relevant authority.</li> </ul>
Son/Daughter	<ul style="list-style-type: none"> <li>• Applicant's birth certificate showing deceased as mother/father</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Father/Mother	<ul style="list-style-type: none"> <li>• Deceased's birth certificate showing Applicant as mother/father</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Brother/Sister	<ul style="list-style-type: none"> <li>• Applicant's and deceased's birth certificates showing they share the same parents/mother/father</li> <li>• Parent's marriage cert</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Consanguine Brother- Half-brother (same father)/Consanguine Sister - Half-sister (same father)	<ul style="list-style-type: none"> <li>• Applicant's and deceased's birth certificates showing they share the same parents/mother/father</li> <li>• Parent's marriage cert</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Uterine Brother - Half-brother (same mother)/Uterine Sister- Half-sister (same mother)	<ul style="list-style-type: none"> <li>• Applicant's and deceased's birth certificates showing they share the same parents/mother/father</li> <li>• Parent's marriage cert</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Son's Son/Son's Daughter	<ul style="list-style-type: none"> <li>• Applicant's birth certificate</li> <li>• Applicant's parent's (the deceased's son) death certificate if said son is not listed as a beneficiary</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Father's Father/Father's Mother	<ul style="list-style-type: none"> <li>• Deceased's birth certificate showing Applicant's child as his/her father/mother</li> <li>• Deceased's parent's (mother/father) death certificate if said person is not listed as beneficiary</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Mother's Mother	<ul style="list-style-type: none"> <li>• Deceased's birth certificate showing Applicant's child as his/her father/mother</li> <li>• Deceased's parent's (mother/father) death certificate if said person is not listed as beneficiary</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Uncle (father's brother)	<ul style="list-style-type: none"> <li>• Applicant's birth certificate showing same parents/father with the deceased's father</li> <li>• Deceased's father's death certificate if said person is not listed as beneficiary</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Consanguine Uncle - Half uncle (same grandfather)	<ul style="list-style-type: none"> <li>• Applicant's birth certificate showing same parents/father with the deceased's father</li> <li>• Deceased's father's death certificate if said person is not listed as beneficiary</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Nephew (brother's son)	<ul style="list-style-type: none"> <li>• Applicant's birth certificate</li> <li>• Death certificate of Applicant's father</li> <li>• Deceased's birth certificate showing Applicant's father as a sibling</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Consanguine Nephew - Half-brother (same father)'s son	<ul style="list-style-type: none"> <li>• Applicant's birth certificate</li> <li>• Death certificate of Applicant's father</li> <li>• Deceased's birth certificate showing Applicant's father as a sibling</li> <li>• If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application</li> </ul>
Male Cousin	<ul style="list-style-type: none"> <li>• Applicant's Birth Cert (showing father is Deceased's father's full brother)</li> <li>• Applicant's father's Birth cert</li> <li>• Deceased's father's birth cert</li> <li>• Deceased's Birth Cert</li> </ul>
Consanguine Male Cousin - Half cousin (same grandfather)	<ul style="list-style-type: none"> <li>• Applicant's Birth Cert (showing father is Deceased's father's consanguine brother)</li> <li>• Applicant's father's Birth cert</li> <li>• Deceased's father's birth cert</li> <li>• Deceased's Birth Cert</li> </ul>

# Statutory Declaration

# Statutory Declaration

*New Applications/ Re-applications/ Revision of Inheritance Certificate must be approved first before the Statutory Declaration is required.*

- 1 In the 'What I need to do' section on your Dashboard, click on the **Case ID** or click on the three dots at the end of the row and click on the **Edit** option of the task.
- 2 Read through the **Important Notes**.
- 3 Click on the **Statutory Declaration** link. The Statutory Declaration will be downloaded in Word document.
  - *For iOS users (i.e. those using Apple devices) – please select Download and open the file in Microsoft Word to view the complete list of potential beneficiaries in the Annex.*

Fill in any additional required information.

Print and affirm the Statutory Declaration. Scan a copy of the affirmed Statutory Declaration.

- 4 Complete all the tasks in the Pre-Requisites and tick the checkbox once you are ready to proceed..
- 5 Click on **Agree and Proceed**.

What I need to do... - 1 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
Inheritance	Revised Inheritance Certificate	<a href="#">I-2021-000315</a>	Pending Statutory Declaration	19/04/2021
		1a	1b	<a href="#">Edit</a>

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will be lost. Please submit the case forms as soon as possible.

## Statutory Declaration

### Important Notes

#### Pre-Requisites

- 2
  - 3
- ☒ I have downloaded a template of the [Statutory Declaration](#) (DOCX). [For iOS users (eg. those using iPhone, iPad or MacBook devices), please select "Download" and open the downloaded file in Microsoft Word application for the complete list of potential beneficiaries to be viewable in the Annex.]
  - ☒ I have included the additional information mentioned in SYC Officer's remarks (if applicable).
  - ☒ I have printed and affirmed the Statutory Declaration before a Commissioner for Oaths.
  - ☒ I have a scanned copy of the affirmed Statutory Declaration.

1. This service will take you approximately 5 minutes to complete.
2. This service is not available at the Court Registry.
3. Your declaration will be processed within 3 working days.

[Back to Dashboard](#)

[Agree and Proceed](#)

# Statutory Declaration

[Return to Contents](#)

- 6 Click on **Choose File** or 'drag and drop' a soft copy of your document to upload the affirmed Statutory Declaration.
- 7 Select the **Type of Document** in the dropdown menu.
- 8 Click on **Preview**.
- 9 Click on **Submit**.
- 10 **Statutory Declaration submission screen** will display:
  - Status of application
  - Your Case ID
  - Submission Date
  - Your registered email address to which an acknowledgement email will be sent.
- 11 Click on **Back to Dashboard**.
- 12 Your application details will be displayed on your Dashboard.

Next steps:

- [Payment of Inheritance Certificate](#)

1 Statutory Declaration 2 Preview 3 Complete

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- Please ensure that you have completed, printed and affirmed the Statutory Declaration before a Commissioner for Oaths.

**Upload the affirmed Statutory Declaration**

Please upload the affirmed Statutory Declaration

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .png. Filename cannot contain invalid characters # % & \* : < > ? / { }.

Preview

1 Statutory Declaration 2 Preview & Submit 3 Complete

**Submitted!**

Your Case Reference No: I-2021-000295  
Submission Date: 25/03/2021 11:56:06  
An acknowledgement has been sent to: nisar.mallha@ncs.com.sg

Back to Dashboard

Statutory Declaration.pdf

Type of Document

Select

1 Statutory Declaration 2 Preview 3 Complete

Before submission, please verify all the details in the completed form are accurate.

**Upload the affirmed Statutory Declaration:**

2612\_4.png

File Description

Statutory Declaration for Inheritance Certificate

Back to Edit Submit

1 Statutory Declaration 2 Preview & Submit 3 Complete

**Status: Pending Approval**

Your Case Reference No: I-2021-000295  
Submission Date: 25/03/2021 11:56:06  
An acknowledgement has been sent to: nisar.mallha@ncs.com.sg

Back to Dashboard



Payment for Inheritance Certificate

# Payment for Inheritance Certificate

The Statutory Declaration must be accepted first before payment is required.

- 1 In the **‘What I need to do’** section on your Dashboard, click on the Case ID or the three dots and then click on the **Make Payment** option.
- 2 Read through **Important Notes**.
- 3 Read the **Privacy Statement** and **Terms of Use** and tick the checkbox.
- 4 Click on **Agree and Proceed**.

What I need to do... - 1 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
Inheritance	Inheritance Certificate	I-2021-000295	Pending Payment	24/04/2021
				⋮
				Make Payment

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the cases will please submit the case forms as soon as possible.

INHERITANCE E-SERVICES / PAYMENT FOR INHERITANCE CERTIFICATE

## Application for Inheritance Certificate

### Important Notes

- 1. This service will take you approximately 20 minutes to complete.
- 2. Payment of \$34 by PayNow or eNETS / Credit Card must be made within 14 calendar days of the approval email.
- 3. If payment is not made within 14 calendar days, your application will be deemed expired. You may be required to re-submit your application.

☐ I have read and agree to the [Privacy Statement](#) and [Terms of Use](#)

Back to Dashboard

Agree and Proceed

# Payment for Inheritance Certificate

- 5 Select **PayNow** or **eNETS/Credit Card** to make payment.
- 6 If **PayNow** is selected, the QR code will be displayed onscreen for 15 seconds. Select the button again to refresh the QR Code. Scan the QR Code and make the payment using your application. Click **Verify Payment** to complete.
- 7 If **eNETS/Credit Card** is selected, the page will expand and display the Card Payment fields.
- 8 Enter the card details and click **Submit** to make the payment.
- 9 Upon clicking submit, you will be redirected to the payment OTP screen.
- 10 Enter the OTP received from the bank on your registered mobile number and click **Submit/Ok**. After the payment is complete, click on **Verify Payment**.

INHERITANCE E-SERVICES / PAYMENT FOR INHERITANCE CERTIFICATE

Payment for Inheritance Certificate

Case ID: I-20201212-0001

Status: Pending Applicant's Action

1 Make Payment

2 Complete

Please note that payment will be made to Ministry of Culture, Community & Youth (UEN: XXXXXXXXXX).

Payment Reference Number

Bahasa Melayu

2020-123456123456

Type of Fee

Bahasa Melayu

Payment for Inheritance Certificate

Payment Amount (SGD)

Bahasa Melayu

\$34.00

Payment Mode

Bahasa Melayu

☒ PayNow ☐ eNETS / Credit Card

1 Please check that the recipient is Ministry of Culture, Community & Youth (UEN: XXXXXXXXXX).

2 Ensure that your internet banking account is linked to Paynow.

3 PayNow participating banks: DBS/POSB, UOB, OCBC, Citibank, HSBC, Maybank, Standard Chartered, BOC and ICBC.

Cancel

Verify Payment

7

Payment Mode

Cara Pembayaran

☐ PayNow ☒ eNETS / Credit Card

Payment Methods

8a

VISA

MasterCard

Name on Card

Card Number

CVV/CVV2

Expiry Date

Month

Year

Email (Optional)

8b

Submit

Cancel

1 Please check that the recipient is Ministry of Culture, Community & Youth (UEN: T12GA0001CCCY).

2 Ensure that your internet banking account is linked to Paynow.

3 PayNow participating banks: DBS/POSB, UOB, OCBC, Citibank, HSBC, Maybank, Standard Chartered, BOC and ICBC.

Cancel

# Payment for Inheritance Certificate - Successful

- 11 On successful payment, the **Payment Submission Screen** will display:
- Payment Advice Number
  - Bank Transaction Reference number
  - Payment Status
  - Payment Date
  - Your registered email address to which a copy of your submission will be sent.
- 12 After successful payment, navigate to **Completed Application** in your Dashboard to access the Inheritance Certificate.

Note: It may take 1 to 2 minutes to generate the Inheritance Certificate.

**SYARIAH COURT SINGAPORE** Dashboard

INHERITANCE E-SERVICES / PAYMENT FOR INHERITANCE CERTIFICATE

## Payment for Inheritance Certificate

Case ID: I-2021-000301 Status: Completed

1 Make Payment 2 Complete

**Success!**

Your Payment Advice Number: PM-2021-000204  
Bank Transaction Reference number: 7678  
Payment Status: Completed  
Payment Date: 01/04/2021 00:00  
An acknowledgement with a copy of submission has been sent to: nisar.maliha@ncs.com.sg.  
You can view and download your Inheritance Certificate, or access it through your Dashboard under Completed Application.

[Back to Dashboard](#)

Divorce **Inheritance** Others

Ongoing Application

[Create New Application](#)

Completed Application

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
New Inheritance Certificate	<a href="#">I-2021-000295</a>	Approved	12/04/2021	:
Statutory Declaration	<a href="#">I-2021-000295</a>	Approved	12/04/2021	:
Payment for Inheritance Certificate	<a href="#">I-2021-000295</a>	Completed	12/04/2021	:
Issued Certificate	<a href="#">I-2021-000295</a>	Available to download(14 Days)	26/04/2021	:

# Extract of Inheritance Certificate

# Extract of Inheritance Certificate

Follow steps 1 to 6 of 'Search for Inheritance Certificate'

7 Select the **Inheritance Certificate** to be extracted.

8 On selecting a record, the Preview button is displayed. Click on **Preview**.

9 Click on the **Apply for Extract of Inheritance Certificate** drop-down bar.

10 Click on **Extract of Inheritance Certificate**.

11 Read through **Important Notes**.

12 Agree to **Privacy Statement** and **Terms of Use** by ticking the checkbox.

13 Click on **Agree and Proceed**.

14 Fill in **Reason for extraction**.

15 Click on **NEXT** to proceed to **Section B (Deceased Person)**

1 There is an Inheritance Certificate under this NRIC/ID No.

Please select the Inheritance Certificate that you would like to preview:

2 Search Results "Deceased NRIC/ID No.: S1234567T"

Inheritance Certificate Number	Date of Issuance
<input type="radio"/> 0001/2021 Rev1	01/01/2021
<input checked="" type="radio"/> 0001/2021	20/12/2020

8

With this inheritance certificate, you can:

9

10

Description	Documents Required
For an applicant who intends to extract a copy of inheritance certificate.	Death Certificate of the Deceased Inheritance Certificate Number

Estimated time required to complete the form: 20 min

11 **Important Notes**

1. Please ensure that there is an existing record for the Inheritance Certificate that you are now applying for.
2. Otherwise, please use the [Apply for Inheritance Certificate](#) e-Service to apply for the certificate. Only certificates applied for in 2001 onwards are archived by this system.
3. Users are advised to use the NRIC or Passport No. of the deceased as the Search Key to obtain optimum result.
4. This form may take you 20 minutes to fill in.
5. You will need the following information to fill in the form:
  - The Death Certificate of the Deceased
  - The NRIC or Passport No. of the applicant and beneficiaries.

12 ☒ I have read and agreed to the [Privacy Statement](#) and [Terms of Use](#)

13

1 Apply to Extract Inheritance Certificate 2 Preview 3 Make Payment 4 Complete

A. Reason for Extraction

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion.
- [Inheritance User Guide](#) (placeholder) (PDF, 100kb)

B. Deceased Person

C. Applicant

Reason for extraction

14 Enter here...

0/2000

15  B. Deceased Person

# Extract of Inheritance Certificate

[Return to Contents](#)

- 16 Verify Deceased Person's details and potential beneficiaries' details
- 17 Click on **NEXT** to proceed to **Section C (Applicant)**
- 18 Fill in **Applicant's details**.
- 19 Preview button will be enabled when all mandatory fields are filled. Click on **Preview**.
- 20 Verify information in Sections A, B and C.
- 21 Click on **Make Payment**.

Follow steps 5 to 12 of ['Payment for Inheritance Certificate'](#)

For Applicants using **SingPass**, greyed out fields cannot be updated as this information is prepopulated from MyInfo. For Applicants using **SYCPass**, all fields are editable and can be updated.

1 Apply for Extract of Inheritance Certificate 2 Preview 3 Declare & Submit 4 Complete

A. Reason for Extraction ☒ Complete  
B. Deceased Person ☒ Complete  
C. Applicant ☐ Incomplete

Full Name (as in Death Certificate)  
Nama Penuh (seperti di Sijil Kematian)  
ABBAS SAMEER KHAN

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
ABBAS SAMEER KHAN

ID Type: SG PINK, ID No: S1234567T, Citizenship: Singapore Citizen, Date of Death: 24/01/1990, Gender: Male, Mazhab: Shafee

208  
File Description  
Death Certificate

16

17 Next: C. Applicant

Complete Incomplete

C. Applicant

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
Malha Malha Nisar

Full Name to be Printed on Inheritance Certificate  
Nama Penuh untuk dicetak di Sijil Warisan  
MALHA NISAR

Relationship with Deceased: Please Select., Date of Birth: , ID Type: PASSPORT, Residential Address: PUNGOL CENTRAL, Building Name (Optional): PARC CENTROS, Contact Details: 56788765, Email Address: nisar.malha@ncs.com.sg

20

A. Reason for Extraction ☒  
B. Deceased Person ☒  
C. Applicant ☒

Before submission, please verify all the details in the completed form are accurate.

Reason For Extraction  
Reason For Extraction  
For User Guides

21 Back to Edit Make Payment

18

19 Save as Draft Preview

**Download Inheritance Certificate**



# Download Inheritance Certificate

[Return to Contents](#)

Payment must be completed for the Inheritance Certificate to be issued.

- 1 The issued Inheritance Certificate is available for download in your Dashboard in **Completed Application**.
- 2 The number of days for which the issued Inheritance Certificate is available for download is displayed in brackets and the last date of download is seen in **Date**.
- 3 After **14 days**, the issued Inheritance Certificate will no longer be available for download.

Divorce

Inheritance

Others

Ongoing Application

Completed Application

Create New Application

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
New Inheritance Certificate	<a href="#">I-2021-000295</a>	Approved	12/04/2021	⋮
Statutory Declaration	<a href="#">I-2021-000295</a>	Approved	12/04/2021	⋮
Payment for Inheritance Certificate	<a href="#">I-2021-000295</a>	Completed	12/04/2021	⋮
Issued Certificate	<a href="#">I-2021-000295</a>	Available to download(14 Days)	26/04/2021	⋮
New Inheritance Certificate	<a href="#">I-2021-000301</a>	Approved	01/04/2021	⋮
Statutory Declaration	<a href="#">I-2021-000301</a>	Approved	01/04/2021	⋮
Payment for Inheritance Certificate	<a href="#">I-2021-000301</a>	Pending Payment	01/04/2021	⋮
Issued Certificate	<a href="#">I-2021-000301</a>	Available to download(3 Days)	15/04/2021	⋮

# Dashboard

# Dashboard

- 1 In SYC Portal, the Dashboard has 3 tabs:
  - a) Divorce
  - b) Inheritance
  - c) Others
- 2 In the Inheritance tab, there are 2 sections:
  1. Ongoing Applications
  2. Completed Applications
- 3 All cases in progress are displayed under **Ongoing Applications** and completed cases are displayed under **Completed Applications**.
- 4 To navigate across the section, click on the vertical tabs.
- 5 For both Ongoing and Completed Applications, the Application Type, Case ID (generated only after submission of application), Status, Due Date and Remarks from the SYC Officer (if any) can be viewed in the Dashboard.

DASHBOARD / DASHBOARD

## DASHBOARD

Assalamualaikum!

Welcome Maliha Nisar, [Update My Particulars](#)

This is your personalised portal where you can view your transactions, correspondence, and details with Syariah Court.

What I need to do... - 0 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
You have no case/appointment in the records				
Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.				

1

4

3b

Ongoing Application

Completed Application

Create New Application

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
New Inheritance Certificate	<a href="#">NA</a>	Draft	22/03/2021	:
Extraction of Inheritance Certificate	<a href="#">NA</a>	Draft	18/03/2021	:
Payment for Inheritance Certificate	<a href="#">NA</a>	Pending Payment	18/03/2021	:
Revision of Inheritance Certificate	<a href="#">I-2021-000073</a>	Pending Approval	12/03/2021	:
New Inheritance Certificate	<a href="#">I-2021-000007</a>	Pending Approval	25/02/2021	:
New Inheritance Certificate	<a href="#">I-2021-000006</a>	Pending Approval	19/02/2021	:
New Inheritance Certificate	<a href="#">I-2021-000032</a>	Pending Approval	03/02/2021	:
Extraction of Inheritance Certificate	<a href="#">I-2021-000018</a>	Pending Approval	29/01/2021	:

5

DASHBOARD / DASHBOARD

## DASHBOARD

Assalamualaikum!

Welcome Maliha Nisar, [Update My Particulars](#)

This is your personalised portal where you can view your transactions, correspondence, and details with Syariah Court.

What I need to do... - 0 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
You have no case/appointment in the records				
Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.				

Divorce

Inheritance

Others

Ongoing Application

Completed Application

Create New Application

5

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
New Inheritance Certificate	<a href="#">I-2021-000075</a>	Approved	06/04/2021	:
Statutory Declaration	<a href="#">I-2021-000075</a>	Approved	06/04/2021	:
Payment for Inheritance Certificate	<a href="#">I-2021-000075</a>	Completed	06/04/2021	:
New Inheritance Certificate	<a href="#">I-2021-000074</a>	Approved	05/04/2021	:
Statutory Declaration	<a href="#">I-2021-000074</a>	Approved	05/04/2021	:
Payment for Inheritance Certificate	<a href="#">I-2021-000074</a>	Completed	05/04/2021	:
Extraction of Inheritance Certificate	<a href="#">I-2021-000159</a>	Approved	05/04/2021	:
Payment for Inheritance Certificate	<a href="#">I-2021-000159</a>	Completed	05/04/2021	:
New Inheritance Certificate	<a href="#">I-2021-000122</a>	Approved	23/03/2021	:

3a

**View Draft Applications**

# View Draft Applications

1 To save incomplete applications:

Click on **Save as Draft**.

2 To edit draft applications:

On your Dashboard, go to **Ongoing Applications** of the Inheritance Tab, click on the three dots at the end of the Draft on the Dashboard.

Click on **Edit**.

Application for Inheritance Certificate

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

Status: Draft

A. Reason for New Application

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

All fields are mandatory unless otherwise stated.

You can save the form as draft copy for future completion.

Inheritance User Guide (PDF, XXXkb)

Complete Incomplete

Full Name (as in Death Certificate)

Bahasa Malaysia

Mike Alvarado

ID Type

Bahasa Malaysia

NRIC (CITIZEN)

NRIC/ID No.

Bahasa Malaysia

S12345677

Citizenship

Bahasa Malaysia

Select

Nationality

Bahasa Malaysia

SINGAPOREAN

Date of Death

Bahasa Malaysia

12/12/2018

Gender

Bahasa Malaysia

Male

Mazhab / School of Muslim Law

Bahasa Malaysia

Shafie

Please upload the Deceased's Death Certificate

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be pdf, jpeg, png, doc. Filename cannot contain invalid characters # % & \* : < > ? / [ ]

Death Certificate.pdf

Type of Document

Select

PREVIOUS

A. Reason for New Application

NEXT

C. Applicant

1

Save as Draft

Preview

Divorce

Inheritance

Others

2a

Ongoing Application

Create New Application

Completed Application

Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks
Extraction of Inheritance Certificate	NA	Draft	13/04/2021	<div>2b</div> <div>Edit</div> <div>View</div>
Revision of Inheritance Certificate	NA	Draft	13/04/2021	
New Inheritance Certificate	NA	Draft	13/04/2021	

Drafts that are stored for more than 6 months will be automatically de-activated.

65

Check Notifications

# Check Notifications

- 1 Click on **Bell** icon on dashboard header to view pending notifications.
- 2 You will be directed to the **Notification** page that displays all notifications, both Read and Unread.
- 3 Click on **Unread** tab to view unread notifications only. Unread Notifications are marked with a red dot.
- 4 Click on the Notification. The Notification pop up will appear and display the Notification. The Notification will be marked as Read in the Notification Page.
- 5 Click on **Read** tab to view Read notifications only.

SYARIAH COURT SINGAPORE Dashboard

NOTIFICATION

NOTIFICATION

All (85) Unread (82) Read (3)

Notifications	Date
<a href="#">Pending Approval: Inheritance Certificate application (I-2021-000076)</a>	26/02/2021 18:46:50
<a href="#">Pending Approval: Inheritance Certificate application (I-2021-000076)</a>	26/02/2021 18:48:45
<a href="#">Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)</a>	26/02/2021 19:04:15
<a href="#">Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)</a>	26/02/2021

All (85) Unread (82) Read (3)

Notifications	Date
<a href="#">Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)</a>	26/02/2021 19:04:40
<a href="#">Rejected: Application for Inheritance Certificate (I-2021-000076)</a>	26/02/2021 19:05:00

All (85) Unread (82) Read (3)

Notifications	Date
<a href="#">Pending Approval: Inheritance Certificate application (I-2021-000076)</a>	26/02/2021 18:46:50
<a href="#">Pending Approval: Inheritance Certificate application (I-2021-000076)</a>	26/02/2021 18:48:45
<a href="#">Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)</a>	26/02/2021 19:04:15

Rejected: Application for Inheritance Certificate (I-2021-000076)

Dear Maliha Nisar,

Your Application for Inheritance Certificate (I-2021-000076) is rejected for the following reasons:  
dgfgd

Should you have any query on the above, please email us at [mccy\\_syariah@mccy.gov.sg](mailto:mccy_syariah@mccy.gov.sg) or call us at 6354 8371. For details, please log in to <https://uat.eservices.syariahcourt.gov.sg>.

Thank you.

Syariah Court Singapore

(Please do not reply to this email as it is auto-generated.)

Close

**View Pending Tasks/What I Need To Do**



# View Pending Tasks/What I need to do

[Return to Contents](#)

- 1 The **number** next to **What I need to do** header shows the number of outstanding items that require your action.
- 2 The **Status** column shows the status of your applications as well as pending tasks that require your action.
- 3 For applications with the status **Returned as Incomplete** or **Pending Statutory Declaration**, click on the three dots to **Edit**.  
Click on the **CaseID** to **View** applications
- 4 For application with the status **Pending Payment**, click on the three dots to **Make Payment**.  
Click on the **CaseID** to **View** payment details.
- 5 The date column displays the **Due Date** for the task. After the due date, the task and the case will expire. You will have to re-apply to proceed.

1 What I need to do... - 1 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date	
Inheritance	Revised Inheritance Certificate	<a href="#">I-2021-000315</a>	Returned As Incomplete	19/04/2021	:

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.

What I need to do... - 1 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date	
Inheritance	Revised Inheritance Certificate	<a href="#">I-2021-000315</a>	Pending Statutory Declaration	19/04/2021	:

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.

3a Edit

What I need to do... - 1 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date	
Inheritance	Inheritance Certificate	<a href="#">I-2021-000295</a>	Pending Payment	24/04/2021	:

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the drafts will not be retained. Therefore please submit the case forms as soon as possible.

4 Make Payment