



SYARIAH COURT
SINGAPORE

USER GUIDE FOR SYC PORTAL

INHERITANCE CERTIFICATE APPLICATION E-SERVICES
FOR CORPORATE USERS

Syariah Court Detailed User Guide for
Inheritance Certificate Application Processes



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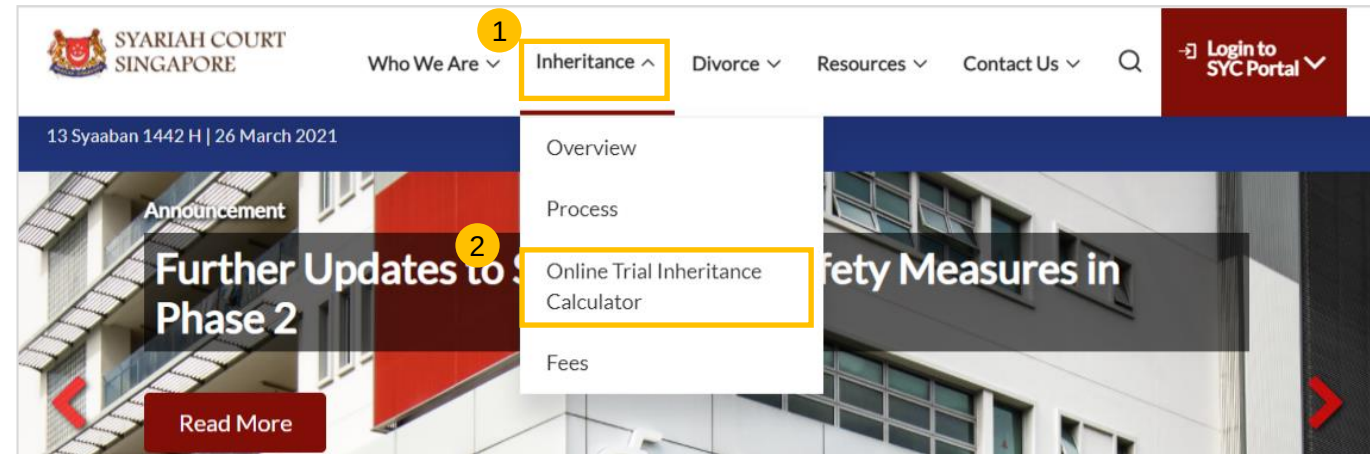
View/Edit Draft Applications [Page 87](#)

Inheritance Online Trial Calculator

Inheritance Online Trial Calculator

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- 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.



Online Trial Inheritance Calculator

Overview

Process

Online Trial Inheritance Calculator

Fees

Online Trial Inheritance Calculator

This calculation is based on users' input and solely for the information of users. Users may make copies of the calculation. However, it is to be noted that no individual, authority or court of law is obliged to recognise the calculation.

This form may take you 10 minutes to fill in.

Step 1

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

Name (Optional)

Enter Name

Gender

Select

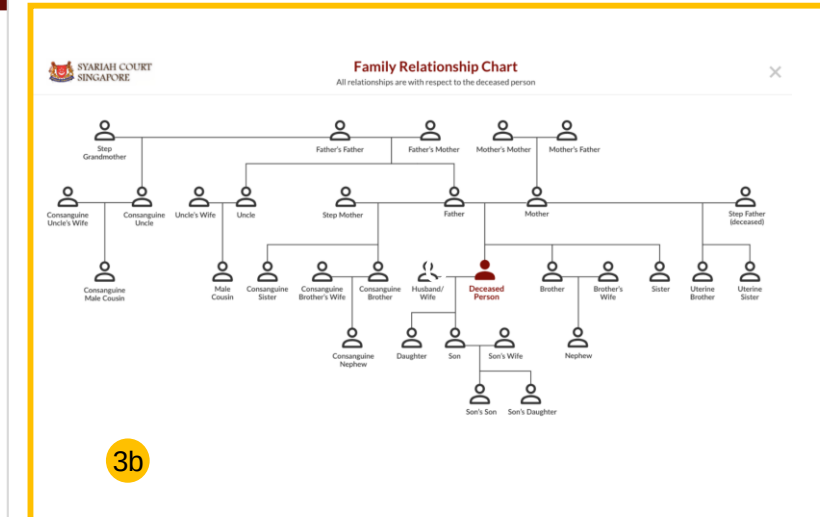
Mazhab/ School of Muslim Law

Select

Step 2

Potential Beneficiaries:

[Family Relationship Chart](#)



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:

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 +		

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

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

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

- 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

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

Login to SYC Portal for e-Services
Using Corppass

Login to SYC Portal for e-Services Using Corppass

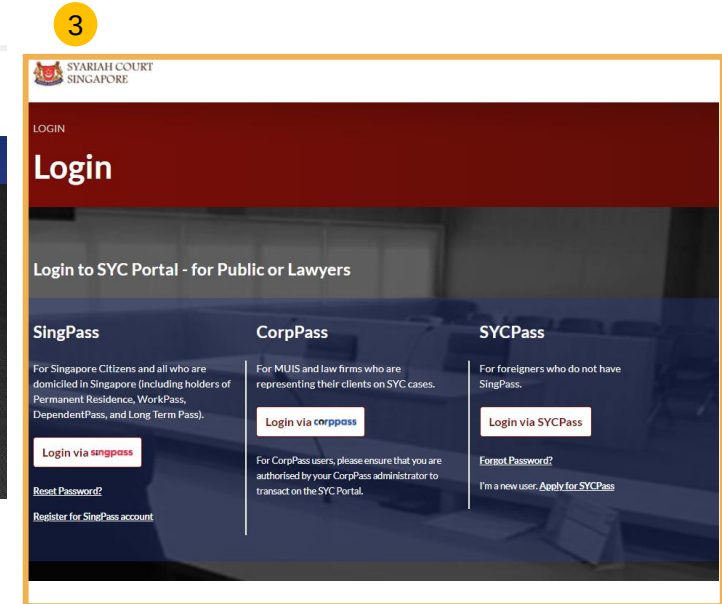
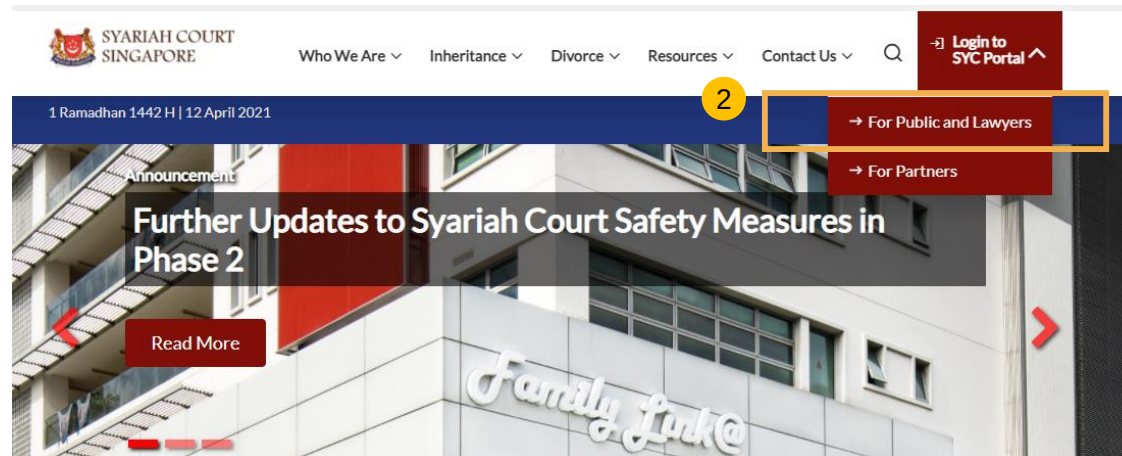
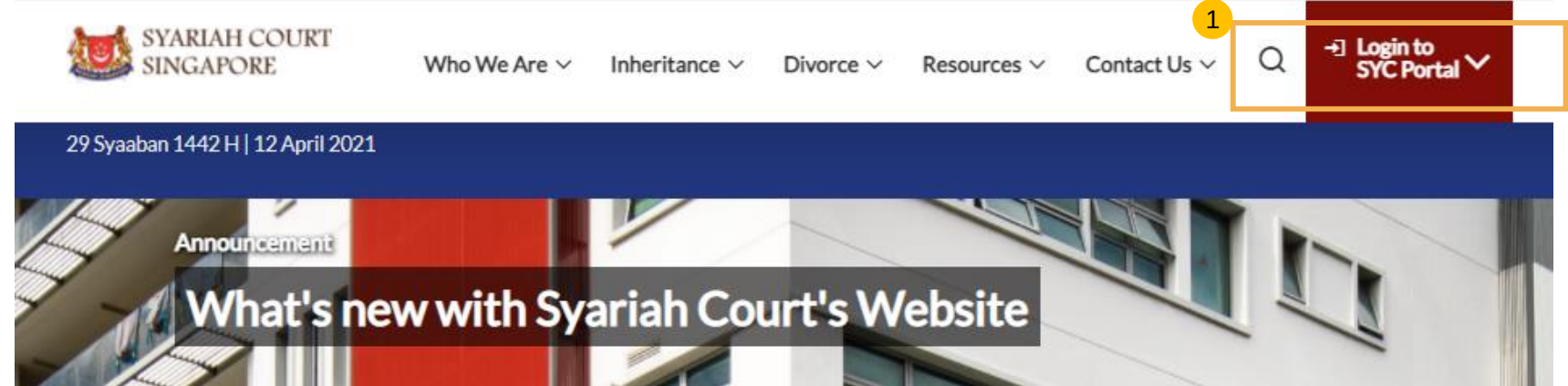
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1 On the Syariah Court website, click **Login to SYC Portal** and the login types are displayed.

- **For Public and Lawyers:**
- **For Partners**

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

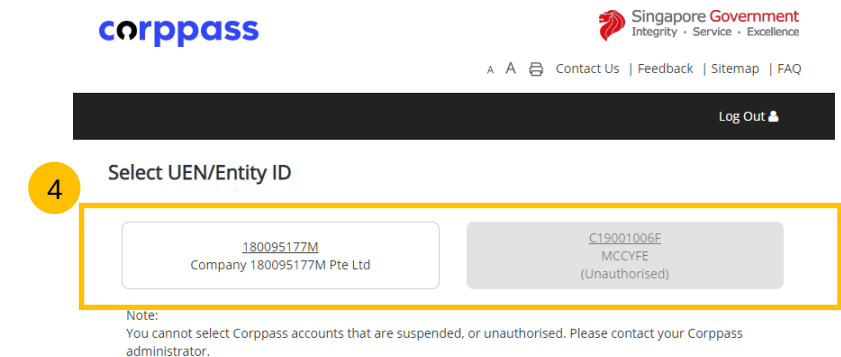
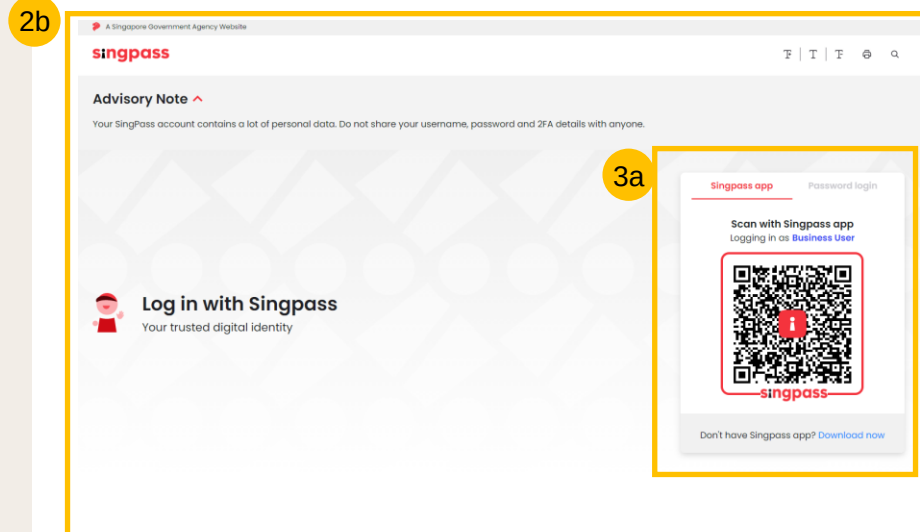
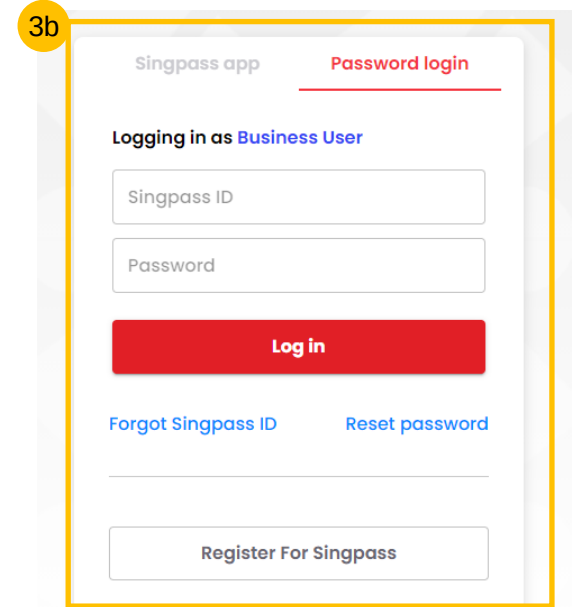
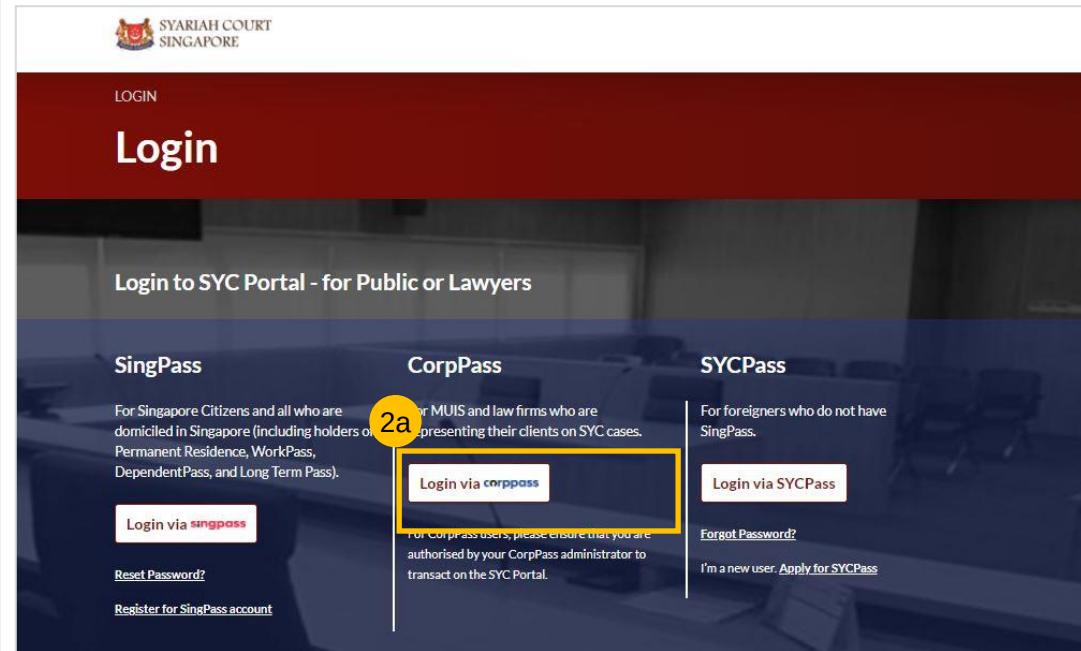
3 On clicking **For Public and Lawyers**, you will be redirected to the login page.



Login to SYC Portal for e-Services using Corppass

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- 1 Corporate users i.e. lawyers, MUIS officers or officers from other Authorities must use their CorpPass to login.
- 2 Click **Login via CorpPass**. You will be redirected to the SingPass business user login page.
- 3 On the SingPass login as a Business User 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 redirected to the CorpPass page. Select the UEN of your Company/Authority. You will be brought to the Dashboard for SYC e-Services.



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 enter 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 S4102109H,

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

Deceased ID Type
Jenis Kad Pengenalan

Please Select..

ID No.
No Kad Pengenalan

Enter Deceased NRIC/ID No

4a Search

Cancel

3b Search for Inheritance Certificate via Pencarian Sijil Warisan melalui

☐ ID No. ☒ Inheritance Certificate Number

Inheritance Certificate Number
No. Sijil Warisan

XXXX/YYYY

4b Search

Cancel

Application for Inheritance Certificate – For Lawyers

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 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 appears.
- 8 Click on **Apply for Inheritance Certificate**.

The screenshot illustrates the process of applying for an Inheritance Certificate. It is divided into two main sections: the 'Create New Application' page and the search results page.

Step 1: The 'Inheritance' tab is selected on the dashboard.

Step 2: The 'Create New Application' button is clicked under the 'Ongoing Application' section.

Step 3: The 'Create New Application' page is displayed, showing a table with columns: Cases/ Appointments / Tasks, Case ID, Status, Date, and Remarks.

Step 4: A search box is shown with the text 'Please check if there is an existing Inheritance Certificate before you start any new application.' Below it, there is a search filter for 'Search for Inheritance Certificate via' with options for 'ID No.' (selected) and 'Inheritance Certificate Number'.

Step 5: The search criteria are entered. Under 'Deceased ID Type', a dropdown menu is open showing options: 'Please Select...', 'SG PINK', 'SG BLUE', 'FIN', 'PASSPORT', and 'Other IDs'. The 'ID No.' field is filled with 'S1234567P'. The 'Search' button is enabled.

Step 6: The search results are displayed, showing a message: 'There is a no Inheritance Certificate under this NRIC/ID No.'

Step 7: The 'You can do the following:' section is shown, with a dropdown menu open for 'Apply for Inheritance Certificate'.

Step 8: The 'Apply for Inheritance Certificate' link is clicked, leading to a table with the following information:

Description	Document Required
For an applicant who intends to apply for an inheritance certificate.	Death Certificate of the Deceased
Estimated time required to complete the form: 20 min	NRIC or Passport No. of the applicant and beneficiaries

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 – Lawyer Section

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14 The Application form for Inheritance Certificate has four sections to be filled in:

- Select Category – Lawyer
- Deceased Person
- Applicant
- Potential Beneficiaries.

15 Click on the downward arrow at **Select Category** and choose **Lawyer**.

16 Upon selecting **Lawyer**, the page expands, and Lawyer's particulars form is displayed.

17 Fill in all particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.

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

A.Lawyer/ MUIS/
Authority



18

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

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

14

- A.Lawyer/ MUIS/
Authority
- 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 *placeholder\(PDF,XXB\)](#)

Complete Incomplete

16

Select Category

Pilih Kategori

Lawyer

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

☐ I am instructed by my client, the Applicant

Lawyer's Details

Lawyer's Full Name (as per NRIC/ID)

Nama Penuh Peguam (seperti di Kad Pengenalan)

Enter Text

Lawyer's Practicing Certificate Number

No. Sijil Pengamal guaman

Enter Text

Lawyer's Office Phone number

Telefon Bimbit Peguam

Enter Text

Lawyer's Email Address

Alamat Emel Peguam

Enter Text

17

Please upload the Letter of Authorisation

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 # % & * : < > ? / { }.

Corporate Details

Name of Law Firm

Nama firma guaman

Enter Text

A.Lawyer/ MUIS/
Authority

B. Deceased Person

C. Applicant

D. 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

Select Category
Pilih Kategori

Lawyer
MUIS
Authority

16

UEN

No. UEN

Enter Text

Corporate Address

Postal Code

Poskod

Enter Text

Retrieve Address

Blk/House No.

No. Blok

Enter Text

Level No.

No. Aras

Enter Text

Unit No.

No. Unit

Enter Text

Street Name

Nama Jalan

Enter Text

Building Name (Optional)

Nama Bangunan (Jika ada)

Enter Text

19

Save as Draft

Preview

Next: **B. Deceased Person**

Application for Inheritance Certificate – Deceased Section

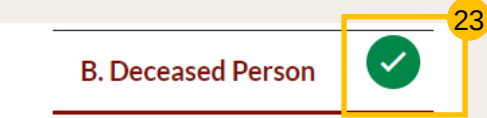
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20 **Section B (Deceased Person)**
Fill in all particulars of Deceased Person.

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

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

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



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

20

D. Potential Beneficiaries

1

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 di cetak 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

Gender
Jantina

Please Select..

Mazhab / School of Muslim Law ⓘ
Mazhab

Please Select..

21

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 # % & * : < > ? / [].

24

Previous:
A.Lawyer/ MUIS/ Authority

Next:
C. Applicant

Save as Draft

Preview

Application for Inheritance Certificate – Applicant Section

- 25 Fill in all **Applicant details**.
- 26 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 the Applicant’s “**Relationship with deceased**”.
- 27 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.
- 28 Click on **NEXT** to proceed to **Section D (Potential Beneficiaries)**.

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

Status: Draft

A. Lawyer/ MUIS/ Authority

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 *placeholder\(PDF, XKB\)](#)

Complete

Incomplete

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 di cetak di Sijil Warisan

Enter Text

Relationship with Deceased

Hubungan dengan si mati

Please Select..

Date of Birth

Tarikh Lahir

ID Type

Jenis ID

ID No.

No. Kad Pengenalan

Enter Text

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

682684

Retrieve Address

Blk/House No.

No. Blok/No. Rumah

684B

Level No.

No. Aras

22

Unit No.

No. Unit

22

Street Name

Nama Jalan

CHOA CHU KANG CRESCENT

Building Name (Optional)

Nama Bangunan (Jika ada)

nisar.maliha@ncs.com.sg

Contact Details

Handphone

Telefon bimbit

Singapore(+65)

98766789

Email Address

Alamat emel

test@gmail.com

Previous: B. Deceased Person

Next: D. Potential Beneficiaries

Save as Draft

Preview

Application for Inheritance Certificate – Potential Beneficiaries

- 29 Click on **Family Relationship Chart** Link to view the relationship chart.
- 30 Click on **Add Potential Beneficiary**.
- 31 A pop up box to add potential beneficiary details is displayed. Fill in the required potential beneficiary details.
- 32 Upon filling all mandatory fields, the **Save** button is enabled.
- 33 On adding one or more potential beneficiaries, the record is displayed in the Potential Beneficiaries table and the **Preview** button is enabled.

D. Potential Beneficiaries

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	ABDUL RAZAQ	SG PINK	S8675765D

Add Potential Beneficiary

Previous:
C. Applicant

Save as Draft

Preview

D. Potential Beneficiaries

Please add Potential Beneficiaries in the following table:

[Family Relationship Chart](#)

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.
-----	----------------------------	-----------	---------	-------------

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

Add Potential Beneficiary

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

Cancel

Save

19

Application for Inheritance Certificate – Potential Beneficiaries

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

35

Edit Potential Beneficiary

Relationship with Deceased
Hubungan dengan si mati

Son

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

ABDUL RAZAQ

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

ABDUL RAZAQ

ID Type
Jenis ID

SG PINK

ID No. ⓘ
No. Kad Pengenalan

S8675765D

Cancel

Save

36

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

A.Lawyer/ MUIS/ Authority

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 *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	ABDUL RAZAQ	SG PINK	S8675765D

Add Potential Beneficiary

Edit

Delete

Previous:
C. Applicant

Save as Draft

Preview

Application for Inheritance Certificate – Potential Beneficiaries

[Return to Contents](#)

39 Verify all details under all the sections are accurate in the Preview page.

40 To edit any information, click on **Back to Edit**. Otherwise, click on **Submit**.

41 Read the declaration and tick the checkbox.

42 Click on **Agree and Proceed**.

43 **Inheritance Certificate Application submission screen** will display the:

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

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

45 Your application details will be displayed on your Dashboard.

Next steps:

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

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

Back to Edit

Submit

Status: Draft

✓ Apply for Inheritance Certificate

✓ Preview

3 Declare & Submit

4 Complete

41

☒ 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

42

Back to Preview

Agree and Proceed

Status: Pending Approval

✓ Apply for Inheritance Certificate

✓ Preview

✓ Declare & Submit

4 Complete

43b

Submitted!

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.

44

Save as PDF

Back to Dashboard

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	I-20201212-0001	Pending Approval	12/12/2020 14:20	

Re-apply for New Inheritance Certificate – For Lawyers

(For the same deceased with a different set of facts)

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

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

- 5 Select the **Inheritance Certificate** from the search results.
- 6 On selecting a record, the **Preview** button is displayed. Click on **Preview**.
- 7 Click on **Apply for Inheritance Certificate** drop-down bar.
- 8 Click on **Apply for Inheritance Certificate**.
- 9 Click on **Continue to Apply for Inheritance Certificate**.

Create New Application

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

SG PINK

ID No.
No Kad Pengenalan

S1234567T

Search

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

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

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

Inheritance Certificate Number	Date of Issuance
☒ 0056/2021	01/03/2021

Cancel

Preview

With this inheritance certificate, you can:

Apply for Inheritance Certificate

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

Documents Required

Death Certificate of the Deceased

NRIC or Passport No. of the applicant and beneficiaries

Apply for Extract of Inheritance Certificate

Apply for Revision of Inheritance Certificate

You are about to apply for a new inheritance certificate for the same deceased with different set of facts. If one of the beneficiaries in the original inheritance certificate is now deceased all other facts are same, please apply for [Revision of Inheritance Certificate](#).

Cancel

Continue to Apply for Inheritance Certificate

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

- 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 (Lawyer)**.

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 Faraidh](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)

12

[Back to Dashboard](#) [Agree and Proceed](#)

Status: Draft

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

A. Reason for New Application !
B. Lawyer/ MUIS/ Authority !
C. Deceased Person !
D. Applicant !
E. 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

13

Reason for new application

Enter here...

0 / 2000

Next: 14
B. Lawyer/ MUIS/ Authority

Save as Draft Preview

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

- 15
- The Application form for Inheritance Certificate has 5 sections to be filled in:
a) Reason for new application
b) Select Category – Lawyer
c) Deceased Person
d) Applicant
e) Beneficiaries
- 16
- Click on the downward arrow at **Select Category** and choose **Lawyer**.
- 17
- Upon selecting **Lawyer**, the page expands, and Lawyer’s particulars form is displayed.
- 18
- Fill in all particulars and attach **Letter of Authorisation** using **Choose File** or ‘drag and drop’ a soft copy. You may attach multiple documents but only one file at a time.
- 19
- Upon filling all the mandatory fields, a green tick will appear for Section B in the vertical tab.
- 20
- Click on **NEXT** to proceed to **Section C (Deceased)**.

C. Deceased Person

D. Applicant

E. Beneficiaries

Select Category
Pilih Kategori

Lawyer

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.
☐ I am instructed by my client, the Applicant

Lawyer's Details

Lawyer's Full Name (as per NRIC/ID)
Nama Penuh Peguam (seperti di Kad Pengenalan)

Lawyer's Practising Certificate Number
No. Sijil Pengamal guaman

Enter Text

Enter Text

Lawyer's Office Phone number
Telefon Bimbit Peguam

Enter Text

Lawyer's Email Address
Alamat Emel Peguam

Enter Text

Please upload the Letter of Authorisation

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 # % & * : < > ? / [].

Corporate Details

Name of Law Firm
Nama firma guaman

Enter Text

UEN
No. UEN

Enter Text

Corporate Address

Postal Code
Poskod

Enter Text

Retrieve Address

Blk/House No.
No. Blok

Level No.
No. Aras

Unit. No.
No. Unit

Enter Text

Enter Text

Enter Text

Street Name
Nama Jalan

Enter Text

Building Name (Optional)
Nama Bangunan (Jika ada)

Enter Text

A. Reason for New Application

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. Beneficiaries

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

Complete

Incomplete

Select Category
Pilih Kategori

Lawyer

MUIS

Authority

Previous:
A. Reason for New Application

Next:
C. Deceased Person

Save as Draft

Preview

25

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

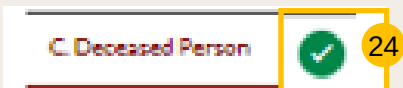
21 Section C (Deceased Person)

Fill in/ Update all particulars of Deceased Person.

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

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

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



25 Click on **NEXT** to proceed to **Section D (Applicant)**.

21

Status: Draft

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

A. Reason for New Application ☒

B. Lawyer/ MUIS/ Authority ☒

C. Deceased Person ☐

D. Applicant ☐

E. Beneficiaries ☐

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

☒ Complete ☐ Incomplete

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

TOF BU

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

Enter Text

ID Type
Jenis Kad Pengenalan
SG PINK

ID No.
No Kad Pengenalan
S1234567T

Citizenship
Kewarganegaraan
Singapore Citizen

Nationality
Kewarganegaraan
SINGAPORE CITIZEN

Date of Death
Tarikh kematian di mati
01/03/2021

Gender
Jantina
Male

Mazhab / School of Muslim Law
Mazhab
Hanafi

22

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 # % & * ' < > ? / [] .

[aws.pdf](#)

Type of Document
Death Certificate

25

Previous: B. Lawyer/ MUIS/ Authority

Next: D. Applicant

Save as Draft Preview

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

[Return to Contents](#)

- 26 **Section D (Applicant)**
Fill in all **Applicant** details.
- 27 Based on the “**Relationship with deceased**” selected from dropdown, the supporting documents required are displayed. Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on the Applicant’s “**Relationship with deceased**”.
- 28 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.
- 29 Click on **NEXT** to proceed to **Section E (Beneficiaries)**.

26

Status: Draft

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

A. Reason for Revision ☒

B. Lawyer/ MUIS/ Authority ☒

C. Deceased Person ☒

D. Applicant ☐

E. Beneficiaries ☒

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

☒ Complete ☐ Incomplete

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

Full Name to be Printed on Inheritance Certificate
Nama Penuh untuk di cetak di Sijil Warisan
ABDUL RAZAQ

27 Relationship with Deceased
Hubungan dengan si mati
Please Select..

Date of Birth
Tarikh Lahir

ID Type
Jenis ID

ID No. ⓘ
No. Kad Pengenalan
Enter Text

28 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
Enter Text Retrieve Address

Blk/House No.
No. Blok/No. Rumah
Enter Text

Level No.
No. Aras
Enter Text

Unit. No.
No. Unit
Enter Text

Street Name
Nama Jalan
Enter Text

Building Name (Optional)
Nama Bangunan (Jika ada)
Enter Text

Contact Details

Handphone
Telefon bimbit
Please Select.. Enter Text

Email Address
Alamat emel
Enter Text

29

Previous: C. Deceased Person Next: E. Beneficiaries

Save as Draft

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

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

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

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

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

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

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

36 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.

37 After making all the updates, click on **Preview**.

C. Deceased Person

D. Applicant

E. Beneficiaries

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	DEFGHJKL	SG PINK	S1234567T	Edit Delete

30

Add Potential Beneficiary

Previous:

D. Applicant

Save as Draft

37Preview

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

Cancel

32Save

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

Son

Full Name (as per ID No.)

Nama Penuh (seperti di Kad Pengenalan)

JUNAID RAZAQ

Full Name to be Printed on Inheritance Certificate

Nama Penuh untuk dicetak di Sijil Warisan

JUNAID RAZAQ NIZAM

ID Type

Jenis ID

SG PINK

ID No.

No. Kad Pengenalan.

S1234567U

35

Cancel

Save

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

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

Next steps:

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

38

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

39

Back to Edit Submit

Status: Draft

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

40

☒ 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

41

Back to Preview Agree and Proceed

42a

Status: Pending Approval

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

Submitted!

42b

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.

43

Save as PDF Back to Dashboard

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	I-20201212-0001	Pending Approval	12/12/2020 14:20	

Revision of Inheritance Certificate – For Lawyers

(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**.

6 Click on **Preview**.

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

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

9 Read through **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 (Lawyer)**.

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
☐ 0001/2021 Rev1	01/01/2021
5 ☒ 0001/2021	20/12/2020

6

With this inheritance certificate, you can:

- Apply for Extract of Inheritance Certificate
- 7** Apply for Revision of Inheritance Certificate

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

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Revision of Inheritance Certificate

Status: Draft

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

A. Reason for Revision	1	- All fields are mandatory unless otherwise stated. - You can save the form as draft copy for future completion Inheritance User Guide (PDF, 7.37Mb)
B. Lawyer/ MUIS/ Authority	1	☒ Complete 12 ☐ Incomplete
C. Deceased Person	☒	
D. Applicant	1	
E. Beneficiaries	☒	

Reason for revision

Enter here...

0 / 2000

13 B. Lawyer/ MUIS/ Authority

Revision of Inheritance Certificate – Lawyer Section

- 14 The Application form for Inheritance Certificate has 5 sections to be filled in:
- a) Reason for Revision
 - b) Select Category – Lawyer
 - c) Deceased Person
 - d) Applicant
 - e) Beneficiaries

- 15 Click on the downward arrow at **Select Category** and choose **Lawyer**.

- 16 Upon selecting **Lawyer**, the page expands, and Lawyer's particulars form is displayed.

- 17 Fill in all particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.

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

B. Lawyer/ MUIS/ Authority

18

- 19 Click on **NEXT** to proceed to **Section C (Deceased)**.

Revision of Inheritance Certificate

Status: Draft

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

14

A. Reason for Revision

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. 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

Select Category

Pilih Kategori

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

Previous:

A. Reason for Revision

Next:

C. Deceased Person

Save as Draft

Preview

A. Reason for New Application

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. 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

Select Category

Pilih Kategori

Lawyer

MUIS

Authority

15

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. Beneficiaries

Complete

Incomplete

16

Select Category

Pilih Kategori

Lawyer

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

☒ I am instructed by my client, the Applicant

Lawyer's Details

Lawyer's Full Name (as per NRIC/ID)

Nama Penuh Peguam (seperti di Kad Pengenalan)

Enter Text

Lawyer's Practicing Certificate Number

No. Sijil Pengamal guaman

Enter Text

Lawyer's Office Phone number

Telefon Bilik Peguam

Enter Text

Lawyer's Email Address

Alamat Emel Peguam

Enter Text

17

Please upload the Letter of Authorisation

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 # % & * ' : < > ? / \ | .

Corporate Details

Name of Law Firm

Nama firma guaman

Enter Text

UEN

No. UEN

Enter Text

Corporate Address

Postal Code

Poskod

Enter Text

Retrieve Address

Blk/House No.

No. Blok

Enter Text

Level No.

No. Aras

Enter Text

Unit No.

No. Unit

Enter Text

Street Name

Nama Jalan

Enter Text

Building Name (Optional)

Nama Bangunan (Jika ada)

Enter Text

19

Next:

C. Deceased Person

32

[Return to Contents](#)

21 Click on **NEXT** to proceed to **Section D (Applicant)**.

33

Revision of Inheritance Certificate

[Return to Contents](#)

- 22 **Section D (Applicant)**
Fill in all **Applicant** details.
- 23 Based on the “**Relationship with deceased**” selected from dropdown, the supporting documents required are displayed.
- 24 Refer to the [Proof of Relationship](#) table for the mandatory supporting documents required based on the Applicant’s “**Relationship with deceased**”.
- 25 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.
- 26 Click on **NEXT** to proceed to **Section E (Beneficiaries)**.

22

Status: Draft

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

A. Reason for Revision ☒
B. Lawyer/ MUIS/ Authority ☒
C. Deceased Person ☒
D. Applicant ☒
E. 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)
ABDUL RAZAQ

Full Name to be Printed on Inheritance Certificate
Nama Penuh untuk di cetak di Sijil Warisan
ABDUL RAZAQ

Relationship with Deceased
Hubungan dengan si mati
Please Select...

Date of Birth
Tarikh Lahir

ID Type
Jenis ID
Please Select...

ID No.
No. Kad Pengenalan
Enter Text

Please upload the supporting documents

Drag and drop your document here

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

22

Location
Lokasi
☒ Local ☐ Overseas

Postal Code
Poskod

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

Level No.
No. Aras

Unit. No.
No. Unit

Street Name
Nama Jalan

Building Name (Optional)
Nama Bangunan (Jika ada)

Contact Details

Handphone
Telefon bimbit
Please Select...

Email Address
Alamat emel

Previous:
C. Deceased Person

Next:
E. Beneficiaries

Revision of Inheritance Certificate

- 27 To mark an existing Beneficiary as passed away, click on the **three dots** and select **Edit**.
- 28 Tick the checkbox if beneficiary has passed away. Click on **Save**.
- 29 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.
- 30 Fill in the required potential beneficiary details.
- 31 Click on **Save**.
- 32 Successfully added **Potential Beneficiary** will be displayed.
- 33 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	JUNAID RAZAQ	SG PINK	S1234567U	27a 27b Edit
2	Daughter	FARISA FATEHI	SG PINK		
3	Son	ABDUL RAZAQ	SG PINK	S1234567H	
4	Son	YOUSUF AMAR	SG PINK	S1234578T	
5	Daughter	AISHAH AHMAD	SG PINK	G1234567T	
6	Daughter	NORIYA ANWAR	SG PINK	T1234567Y	
7	Son	ABBAS SAMAR KHAN	SG PINK	S1234567Y	
8	Daughter	MASITA QAMAR UZMAN	SG BLUE	S1234567K	

Potential Beneficiaries of JUNAID RAZAQ29b

☐ There are no potential beneficiaries.

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Daughter	JUVERIYA RAZAQ	SG PINK	S2324244U	32

29aAdd Potential Beneficiary

[Previous:](#)
C. Applicant

Save as DraftPreview33

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

28a☒ Beneficiary has passed away

28bCancelSave

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☐ Beneficiary has passed away

31CancelSave

Revision of Inheritance Certificate

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

Next steps:

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

34

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

35

Back to Edit

Submit

Status: Draft

✓ Apply for Inheritance Certificate

✓ Preview

3 Declare & Submit

4 Complete

36

☒ 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

37

Back to Preview

Agree and Proceed

38a

Status: Pending Approval

✓ Apply for Inheritance Certificate

✓ Preview

✓ Declare & Submit

4 Complete

Submitted!

38b

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.

39

Save as PDF

Back to Dashboard

Divorce

Inheritance

Others

Ongoing Application

Create New Application

Completed Application

Case/ Appointments/ Tasks

Case ID

Status

Date

Remarks

Revision of Inheritance Certificate

I-2021-000343

Pending Approval

16/04/2021

Application for Inheritance Certificate – For MUIS

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 “**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 process of applying for an Inheritance Certificate. It is divided into two main sections: the 'Create New Application' page and the search results page.

Step 1: The 'Inheritance' tab is selected on the dashboard.

Step 2: The 'Create New Application' button is clicked under the 'Ongoing Application' section.

Step 3: The 'Create New Application' page is displayed, showing a table with columns: Cases/ Appointments / Tasks, Case ID, Status, Date, and Remarks.

Step 4: A search prompt is shown: 'Please check if there is an existing Inheritance Certificate before you start any new application.' Below this, there is a section for 'Search for Inheritance Certificate via' with options for 'ID No.' (selected) and 'Inheritance Certificate Number'.

Step 5: The search criteria are entered. Under 'Deceased ID Type', a dropdown menu is open showing options: 'Please Select...', 'SG PINK', 'SG BLUE', 'FIN', 'PASSPORT', and 'Other IDs'. The 'ID No.' field contains 'S1234567P'. The 'Search' button is highlighted.

Step 6: The search results page is displayed. It shows the search criteria and a message: 'There is a no Inheritance Certificate under this NRIC/ID No.' Below this, a section titled 'You can do the following:' contains a link to 'Apply for Inheritance Certificate'.

Step 7: The 'Apply for Inheritance Certificate' link is clicked, leading to a detailed page.

Step 8: The 'Apply for Inheritance Certificate' page is displayed, showing the 'Description' and 'Document Required' sections. The 'Description' states: 'For an applicant who intends to apply for an inheritance certificate. Estimated time required to complete the form: 20 min'. The 'Document Required' section lists: 'Death Certificate of the Deceased' and 'NRIC or Passport No. of the applicant and beneficiaries'. A 'Cancel' button is at the bottom.

Application for Inheritance Certificate

- 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 – MUIS Section

[Return to Contents](#)

- 14 The Application form for Inheritance Certificate has four sections to be filled in:
- Select Category – MUIS
 - Deceased Person
 - Applicant
 - Potential Beneficiaries
- 15 Click on the downward arrow for **Select Category** and choose **MUIS**.
- 16 Upon selecting **MUIS**, the page expands, and MUIS' particulars form is displayed.
- 17 Fill in all particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.
- 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 (Deceased Person)**.

14

1

 Apply for Inheritance Certificate

2

 Preview

3

 Declare & Submit

4

 Complete

Status: Draft

A.Lawyer/ MUIS/ Authority

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*placeholder](#)(PDF,XOB)

Complete Incomplete

Select Category
Pilih Kategori

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

I am authorised by MUIS to make this application.

Officer's Details

Officer's Full Name (as per NRIC/ID)
Nama Penuh Peguam (seperti di Kad Pengenalan)

Enter Text

Officer's Email Address
Alamat Emel Peguam

Enter Text

17

Please upload the Letter of Authorisation

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 # % & * : < > / \.

Corporate Details

Name of Office
Nama Pejabat

Majlis Ugama Islam Singapura (MUIS)

UEN
No. UEN

T08GB0028L

Corporate Address

Postal Code
Poskod

Enter Text

Retrieve Address

Block/House No.
No. Blok

Level No.
No. Aras

Unit No.
No. Unit

Enter Text

Enter Text

Enter Text

Street Name
Nama Jalan

Enter Text

Building Name (Optional)
Nama Bangunan (jika ada)

Enter Text

19

Next: B. Deceased Person

Save as Draft

Preview

15

A.Lawyer/ MUIS/ Authority

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*placeholder](#)(PDF,XX)

Complete Incomplete

Select Category
Pilih Kategori

Lawyer

MUIS

Authority

Application for Inheritance Certificate – Deceased Section

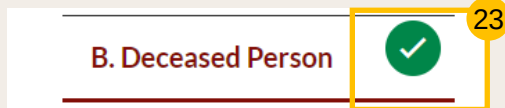
[Return to Contents](#)

20 Fill in all particulars of Deceased Person.

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

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

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



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

A screenshot of the 'Deceased Section' form. The form is divided into several sections. At the top left, there is a vertical tab with four items: 'A.Lawyer/ MUIS/ Authority' (checked with a green tick), 'B. Deceased Person' (highlighted with a yellow border and a green tick), 'C. Applicant' (with an exclamation mark), and 'D. Potential Beneficiaries' (with an exclamation mark). The main form area contains the following fields: 'Full Name (as in Death Certificate)' with a text input field; 'Full Name to be Printed on Inheritance Certificate' with a text input field; 'ID Type' (dropdown menu) and 'ID No.' (text input field); 'Citizenship' (dropdown menu) and 'Nationality' (dropdown menu); 'Date of Death' (calendar icon and text input field) and 'Gender' (dropdown menu); and 'Mazhab / School of Muslim Law' (dropdown menu). Below these fields is a section titled 'Please upload the Deceased's Death Certificate' which includes a 'Drag and drop your document here' area, a 'Choose File' button, and a note about file size and type. At the bottom, there are navigation buttons: 'Previous: A.Lawyer/ MUIS/ Authority' (with a left arrow), 'Next: C. Applicant' (with a right arrow), 'Save as Draft', and 'Preview'. Numbered annotations are present: '20' is near the top right instructions; '21' is near the 'Please upload the Deceased's Death Certificate' section; '23' is near the vertical tab; and '24' is near the 'Next: C. Applicant' button.

Application for Inheritance Certificate – Applicant Section

25 Verify the **Applicant** Name and **UEN** displayed on screen.

26 Click on **NEXT** to proceed to **Section D (Potential Beneficiaries)**.

Status: Draft

1 Apply for Inheritance Certificate 2 Preview 3 Complete

A. Lawyer/ MUIS/ Authority ✓

B. Deceased Person ✓

C. Applicant ✓ 26

D. 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 1 Incomplete 25

Applicant
Pemohon

Majlis Ugama Islam Singapura (MUIS)

UEN
No. UEN

T08GB0028L

26

Previous: B. Deceased Person

Next: D. Potential Beneficiaries

Save as Draft Preview

Application for Inheritance Certificate – Potential Beneficiaries

- 27 Click on **Add Potential Beneficiary**.
- 28 The **Add Potential Beneficiary** pop up box is displayed with MUIS' details auto-populated. Click on **Save**.
- 29 Applications submitted by MUIS can only have one beneficiary added which is MUIS. Upon clicking "Save" the record is displayed in the Potential Beneficiaries table and the **Preview** button is enabled.

27 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**

28a

Add Potential Beneficiary

Relationship with Deceased
Hubungan dengan si mati

MUIS

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

Majlis Ugama Islam Singapura (MUIS)

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

Majlis Ugama Islam Singapura (MUIS)

ID Type
Jenis ID

ID No.
No. Kad Pengenalan

Enter Text

Cancel **Save**

28b

29a

Status: Draft

1 Apply for Inheritance Certificate 2 Preview 3 Complete

A. Lawyer/ MUIS/ Authority ☒

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 "placeholder" \(PDFXXB\)](#)

☒ 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	MUIS	Majlis Ugama Islam Singapura (MUIS)	NA	:

Add Potential Beneficiary

[Previous:](#)
C. Applicant

Save as Draft **Preview**

29b

Application for Inheritance Certificate

[Return to Contents](#)

- 30 Verify all details under all the sections are accurate by scrolling through the Previous/Next.
- 31 To edit any information, Click on **Back to Edit**. Otherwise, click on **Submit**.
- 32 **Inheritance Certificate Application submission screen** will display the:
- 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:

- ['Payment of Inheritance Certificate'](#)

30 **Application for Inheritance Certificate**

Status: Draft

1 Apply for Inheritance Certificate 2 Preview 3 Complete

A. Lawyer/ MUIS/ Authority ☒

B. Deceased Person ☒

C. Applicant ☒

D. Potential Beneficiaries ☒

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

Potential Beneficiary #1

Relationship with Deceased
Hubungan dengan si mati
MUIS

Full Name (as per ID No.)
Nama Penuh (seperti di Kad Pengenalan)
Majlis Ugama Islam Singapura (MUIS)

Previous:
C. Applicant

31 **Back to Edit** **Submit**

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Application for Inheritance Certificate

32a Status: Pending Approval

32b 1 Apply for Inheritance Certificate 2 Preview 3 Complete

Submitted!

Your Case Reference No: I-2021-000194
Submission Date: 15/04/2021 22:23:14
An acknowledgement has been sent to: test@gmail.com

33 **Save As PDF** **Back to Dashboard**

34

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	I-20201212-0001	Pending Approval	12/12/2020 14:20	

Re-apply for New Inheritance Certificate – For MUIS

(For the same deceased with a different set of facts)

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

- 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 (MUIS)**.

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 Faraidh](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)

Back to Dashboard

12

Agree and Proceed

Status: Draft

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

A. Reason for New Application

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. Beneficiaries

- All fields are mandatory unless otherwise stated.

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

- [Inheritance User Guide](#) placeholder(PDFXXB)

Complete

Incomplete

Reason for new application

Enter here...

0 / 2000

14

Next: B. Lawyer/ MUIS/ Authority

Save as Draft

Preview

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

[Return to Contents](#)

- 15 The Application form for Inheritance Certificate has 5 sections to be filled in:
- Reason for new application
 - Select Category – MUIS
 - Deceased Person
 - Applicant
 - Beneficiaries
- 16 Click on the downward arrow at **Select Category** and choose **MUIS**.
- 17 Upon selecting **MUIS**, the page expands, and MUIS' particulars form is displayed.
- 18 Fill in all particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.
- 19 Upon filling all the mandatory fields, a green tick will appear for Section B in the vertical tab.
- 20 Click on **NEXT** to proceed to **Section C (Deceased Person)**.

The screenshot shows the 'Apply for Inheritance Certificate' form. At the top, a progress bar indicates four steps: 1. Apply for Inheritance Certificate, 2. Preview, 3. Declare & Submit, and 4. Complete. The status is 'Draft'. On the left, a vertical tab lists five sections: A. Reason for New Application (green tick), B. Lawyer/ MUIS/ Authority (orange exclamation mark), C. Deceased Person (orange exclamation mark), D. Applicant (orange exclamation mark), and E. Beneficiaries (orange exclamation mark). Section B is highlighted with a yellow box and a green tick. Below the tab, a message box states: 'All fields are mandatory unless otherwise stated. You can save the form as draft copy for future completion. Inheritance User Guide *placeholder(PDF,XXB)'. Below this, the 'Select Category' dropdown is open, showing options: Lawyer, MUIS, and Authority. The 'MUIS' option is selected. At the bottom, there are 'Save as Draft' and 'Preview' buttons.

The screenshot shows the 'Select Category' dropdown menu expanded, with 'MUIS' selected. Below the dropdown, a message box states: 'If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category. I am authorised by MUIS to make this application.' Below this, the 'Officer's Details' section is visible, including fields for 'Officer's Full Name (as per NRIC/ID)' and 'Officer's Email Address'. The 'Letter of Authorisation' section is highlighted with a yellow box and contains a 'Choose File' button. Below this, the 'Corporate Details' section is visible, including fields for 'Name of Office', 'UEN', 'Postal Code', 'Blk/House No.', 'Level No.', 'Unit No.', 'Street Name', and 'Building Name (Optional)'. At the bottom, there are 'Save as Draft' and 'Preview' buttons.

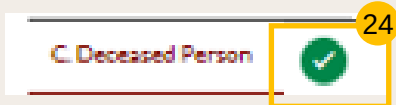
Re-apply for New Inheritance Certificate (for the same deceased with a different set of facts)

- 21 **Section C (Deceased Person)**
Fill in/Update all particulars of Deceased Person.

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

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

- 24 Upon filling all the mandatory fields, a green tick will appear for Section C in the vertical tab.



- 25 Click on **NEXT** to proceed to **Section D (Applicant)**.

21

B. Lawyer/ MUIS/ Authority ☒

C. Deceased Person ☒

D. Applicant ☐

E. Beneficiaries ☐

Complete ☒ Incomplete ☐

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

AZEEM KHAN

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

AZEEM 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
01/03/2021

Gender
Jantina
Male

Mazhab / School of Muslim Law ⓘ
Mazhab
Hanafi

22

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 # % & * : < > ? / { }.

× [aws.pdf](#)

Type of Document
Death Certificate

25

Previous: B. Lawyer/ MUIS/ Authority

Next: D. Applicant

Save as Draft Preview

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

26 Verify the **Applicant Name** and **UEN** displayed.

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

Status: Draft

1 Apply for Inheritance Certificate 2 Preview 3 Complete

A. Lawyer/ MUIS/ Authority ☒

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 *placeholder](#) (PDF,XXB)

☒ Complete ☐ Incomplete

26

Applicant
Pemohon

Majlis Ugama Islam Singapura (MUIS)

UEN
No. UEN

T08GB0028L

Previous: B. Deceased Person

27 Next: D. Potential Beneficiaries

Save as Draft Preview

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

[Return to Contents](#)

- 28 To add potential beneficiary, click on **Add Potential Beneficiary**.
- 29 A pop up box with MUIS' details is auto populated. **Applications submitted by MUIS can only have one beneficiary added which is MUIS**. Click on **Save**.
- 30 Upon clicking **Save**, the record is displayed in the Potential Beneficiaries table and the **Preview** button is enabled.
- 31 Click on **Preview**.

C. Potential Beneficiaries

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

Add Potential Beneficiary

PREVIOUS B. Applicant

Save as Draft Preview

Add Potential Beneficiary 29a

Relationship with Deceased
Hubungan dengan si mati

MUIS

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

Majlis Ugama Islam Singapura (MUIS)

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

Majlis Ugama Islam Singapura (MUIS)

ID Type
Jenis ID

ID No.
No. Kad Pengenalan

Enter Text

Cancel Save 29b

1 Apply for Inheritance Certificate 2 Preview 3 Complete

Status: Draft

A. Lawyer/ MUIS/ Authority ✓
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 "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	MUIS	Majlis Ugama Islam Singapura (MUIS)	NA	

Add Potential Beneficiary 30

Previous: C. Applicant

Save as Draft Preview 31

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

[Return to Contents](#)

32 Verify all Potential Beneficiary details are accurate on the Preview page.

33 Click on **Submit**.

34 **Inheritance Certificate Application submission screen** will display the:

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

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

36 Your **application details** will be displayed on your Dashboard.

Next steps:

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

32

Application for Inheritance Certificate

Status: Draft

1 Apply for Inheritance Certificate

2 Preview

3 Complete

A. Lawyer/ MUIS/ Authority

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

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

Potential Beneficiary #1

Relationship with Deceased
Hubungan dengan si mati
MUIS

Full Name (as per ID No.)
Nama Penuh (seperti di Kad Pengenalan)
Majlis Ugama Islam Singapura (MUIS)

Previous:
C. Applicant

Back to Edit

Submit

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Application for Inheritance Certificate

Status: Pending Approval

1 Apply for Inheritance Certificate

2 Preview

3 Complete

Submitted!

Your Case Reference No: I-2021-000194
Submission Date: 15/04/2021 22:23:14
An acknowledgement has been sent to: test@gmail.com

35

Save As PDF

Back to Dashboard

36

Cases/ Appointments / Tasks	Case ID	Status	Date	Remarks
Application for Inheritance Certificate	I-20201212-0001	Pending Approval	12/12/2020 14:20	

Application for Inheritance Certificate – For Authorities

Application for New 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 Inheritance Certificate by the **ID No** 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 “**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 appears.
- 8 Click on **Apply for Inheritance Certificate**.

Divorce

Inheritance

Others

Ongoing Application

Create New Application

Completed Application

Cases/ Appointments / TasksCase IDStatusDateRemarks

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

Search

Cancel

Deceased ID Type

Jenis Kad Pengenalan

SG PINK

ID No.

No Kad Pengenalan

S1234567P

Search

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

You can do the following:

Apply for Inheritance Certificate

Apply for Inheritance Certificate

Description

Document Required

For an applicant who intends to apply for an inheritance certificate.

Death Certificate of the Deceased

Estimated time required to complete the form: 20 min

NRIC or Passport No. of the applicant and beneficiaries

Cancel

Application for New Inheritance Certificate

[Return to Contents](#)

- 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 New Inheritance Certificate – Authority

16

- 14 The Application form for Inheritance Certificate has four sections to be filled in:
- Select Category – Authority
 - Deceased Person
 - Applicant
 - Potential beneficiaries

- 15 Click on the downward arrow at **Select Category** and choose **Authority**.

- 16 Upon selecting **Authority**, the page expands, and the Authority's particulars form is displayed.

- 17 Fill in all particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.

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

A.Lawyer/ MUIS/
Authority



18

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

Status: Draft

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

14

A.Lawyer/ MUIS/
Authority

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 *placeholder](#)(PDF,XXB)

Complete Incomplete

Select Category
Pilih Kategori

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

Next:
B. Deceased Person

Save as Draft Preview

A.Lawyer/ MUIS/
Authority

B. Deceased Person

C. Applicant

D. Potential
Beneficiaries

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

Complete Incomplete

Select Category
Pilih Kategori

15

Lawyer
MUIS
Authority

C. Applicant

D. Potential
Beneficiaries

Select Category
Pilih Kategori

Authority

If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.
I am authorised by the Authority to make this application.

Officer's Details

Officer's Full Name (as per NRIC/ID)
Nama Penuh Pegawai (seperti di Kad Pengenal)

Officer's Email Address
Alamat E-mel Pegawai

Please upload the Letter of Authorisation

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 # % & * : < > ? { }.

Authority Details

Name of Authority
Nama pihak berkuasa

UEN
No. UEN

Authority Office Address

Postal Code
Poskod

Block/House No.
No. Blok

Level No.
No. Aras

Unit No.
No. Unit

Street Name
Nama Jalan

Building Name (Optional)
Nama Bangunan (Jika ada)

Next:
B. Deceased Person

Save as Draft Preview

19

Application for New Inheritance Certificate – Deceased Person

[Return to Contents](#)

20

Section B (Deceased Person)

Fill in all particulars of Deceased Person.

21

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

22

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

23

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

23

B. Deceased Person



24

Applicant details are not required, and **Section C (Applicant)** is disabled when the selected Category in Section A is **Authority**.

25

Click on **NEXT** to proceed to **Section D (Potential Beneficiaries)**.

20

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

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

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

ID Type
Jenis Kad Pengenalan

ID No.
No Kad Pengenalan.

Citizenship
Kerakyatan

Nationality
Kewarganegaraan

Date of Death
Tarikh kematian si mati

Gender
Jantina

Mazhab / School of Muslim Law
Mazhab

Please upload the Deceased's Death Certificate

Drag and drop your document here

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

24

A. Lawyer/ MUIS/ Authority

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

25

Previous: A. Lawyer/ MUIS/ Authority **Next:** D. Potential Beneficiaries

Application for New Inheritance Certificate – Potential Beneficiaries

[Return to Contents](#)

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

C. Applicant

D. Potential Beneficiaries

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

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.
26 To add the list of potential beneficiaries, please click on "Add Potential Beneficiary"				
Add Potential Beneficiary				

1 Apply for Inheritance Certificate

2 Preview

3 Complete

A. Lawyer/ MUIS/ Authority

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 *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	AZEEM KHAN	SG PINK	54324325T

Add Potential Beneficiary

Previous:
D. Potential Beneficiaries

Save as Draft

Preview

27 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

28

Cancel

Save

Application for New Inheritance Certificate – Potential Beneficiaries

[Return to Contents](#)

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

Edit Potential Beneficiary

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

1 Apply for Inheritance Certificate

2 Preview

3 Complete

A. Lawyer/ MUIS/ Authority

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 *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	AZEEM KHAN	SG PINK	S4324325T

Add Potential Beneficiary

Edit

Delete

Previous:

D. Potential Beneficiaries

Save as Draft

Preview

Application for New Inheritance Certificate

[Return to Contents](#)

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

36 To edit any information, Click on **Back to Edit**. Otherwise, click on **Submit**.

37 **Inheritance Certificate Application submission screen** will display the:

- Status of application
- Your Case ID
- Submission Date
- Your registered email address 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:

- ['Payment of Inheritance Certificate'](#)

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

Back to Edit

Submit

SYARIAH COURT SINGAPORE Dashboard

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Application for Inheritance Certificate

Status: Pending Approval

Apply for Inheritance Certificate Preview Complete

Submitted!

Your Case Reference No: I-2021-000195
Submission Date: 16/04/2021 06:49:24
An acknowledgement has been sent to: ssdse@gmail.com

Save As PDF Back to Dashboard

Divorce Inheritance Others

Ongoing Application Create New Application

Completed Application

Case/ Appointments/ Tasks

Case ID Status Date Remarks

New Inheritance Certificate I-2021-000195 Pending Approval 15/04/2021

Re-apply for New Inheritance Certificate - For Authorities

(For the same deceased with a different set of facts)

[Return to Contents](#)

1 to 4

5

6

7

8

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9

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

- 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 (Authority)**.

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 Faraidh](#) and [Faraidh - The Islamic Law of Inheritance](#) (English - PDF, 7.37Mb)

12 [Back to Dashboard](#) [Agree and Proceed](#)

Status: Draft

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

A. Reason for New Application 1
B. Lawyer/ MUIS/ Authority 1
C. Deceased Person 1
D. Applicant 1
E. Beneficiaries 1

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

13 ☒ Complete ☐ Incomplete

Reason for new application
Enter here...

07/2000

14 [Next: B. Lawyer/ MUIS/ Authority](#)

[Save as Draft](#) [Preview](#)

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

[Return to Contents](#)

- 15 The Application form for Inheritance Certificate has five sections to be filled in:
 - a) Reason for new application
 - b) Select Category – Authority
 - c) Deceased Person
 - d) Applicant
 - e) Potential Beneficiary
- 16 Click on the downward arrow at **Select Category** and choose **Authority**.
- 17 Upon selecting **Authority**, the page expands and the Authority's particulars form is displayed.
- 18 Fill in particulars and attach **Letter of authorisation** using **Choose File** or 'drag and drop' a soft copy. You may attach multiple documents but only one file at a time.
- 19 Upon filling all the mandatory fields, a green tick will appear for Section B in the vertical tab.
- 20 Click on **NEXT** to proceed to **Section C (Deceased person)**.

15

16

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19

20

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

[Return to Contents](#)

21 **Section C (Deceased Person)**
Fill in/Update all particulars of Deceased Person.

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

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

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

25 Applicant details are not required, and **Section D (Applicant)** is disabled when the selected Category in Section B is **Authority**.

26 Click on **NEXT** to proceed to **Section E (Potential Beneficiaries)**.

A vertical navigation bar with five tabs: A. Reason for New Application (green tick), B. Lawyer/ MUIS/ Authority (yellow exclamation mark), C. Deceased Person (green tick), D. Applicant (disabled, greyed out with a red prohibition sign), and E. Beneficiaries (yellow exclamation mark). Tab C is highlighted with a yellow box and a green tick icon.

The main application form is titled 'Apply for Inheritance Certificate' and has a status of 'Draft'. It is divided into three steps: 1. Apply for Inheritance Certificate, 2. Preview, and 3. Complete. The form contains several sections: A. Reason for New Application (with a green tick), B. Lawyer/ MUIS/ Authority (with a green tick), C. Deceased Person (with a green tick), D. Applicant (disabled), and E. Beneficiaries (with a yellow exclamation mark). Section C includes fields for Full Name (as in Death Certificate), Full Name to be Printed on Inheritance Certificate, ID Type (Jenis Kad Pengesalan), ID No. (No Kad Pengesalan), Citizenship (Kerakyatan), Nationality (Kewarganegaraan), Date of Death (Tarikh kematian di mati), Gender (Jantina), and Mazhab / School of Muslim Law (Mazhab). Section E includes a field for the Deceased's Death Certificate, which is highlighted with a yellow box and a green tick. The form also has a 'Save as Draft' button and a 'Next' button labeled 'E. Beneficiaries'.

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

[Return to Contents](#)

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

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

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

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

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

32 Edit the potential beneficiary details and click on **Save**.

33 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.

34 After making all the updates, click on **Preview**.

The screenshot shows the 'Apply for Inheritance Certificate' form. At the top, there are three steps: 1. Apply for Inheritance Certificate, 2. Preview, and 3. Complete. The 'Add Potential Beneficiary' button is highlighted with a yellow box and labeled 27. Below it, a table lists potential beneficiaries. The first row shows a son named AZEEM KHAN with ID Type SG PINK and NRIC/ID No. S4324325T. The 'Add Potential Beneficiary' button is highlighted with a yellow box and labeled 27. The 'Edit' and 'Delete' buttons are highlighted with a yellow box and labeled 30. The 'Preview' button is highlighted with a yellow box and labeled 34.

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.
1	Son	AZEEM KHAN	SG PINK	S4324325T

The screenshot shows the 'Add Potential Beneficiary' pop-up form. It has fields for '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), and 'ID No.' (No. Kad Pengenalan.). The 'Save' button is highlighted with a yellow box and labeled 29.

The screenshot shows the 'Delete Potential Beneficiary: JUNAID RAZAQ' pop-up form. It has a text area for 'Reason for deleting potential beneficiary' and 'Enter here...'. The 'Save' button is highlighted with a yellow box and labeled 33.

The screenshot shows the 'Edit Potential Beneficiary' pop-up form. It has fields for '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), and 'ID No.' (No. Kad Pengenalan.). The 'Save' button is highlighted with a yellow box and labeled 32.

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

[Return to Contents](#)

- 35 Verify all Potential Beneficiary details are accurate on the Preview page.
- 36 Click on **Submit**.
- 37 **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.
- 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:

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

35

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

36

Back to Edit

Submit

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE

Application for Inheritance Certificate

37

Status: Pending Approval

✓ Apply for Inheritance Certificate

✓ Preview

✓ Complete

Submitted!

Your Case Reference No: I-2021-000196

Submission Date: 16/04/2021 07:24:11

An acknowledgement has been sent to: TEST@gmail.com

38

Save As PDF

Back to Dashboard

Divorce

Inheritance

Others

Ongoing Application

Create New Application

39

Completed Application

Case/ Appointments/
Tasks

Case ID

Status

Date

Remarks

New Inheritance Certificate

I-2021-000196

Pending Approval

15/04/2021

:

Revision of Inheritance Certificate – For Authority

Revision of Inheritance Certificate

1 Follow steps under [‘Revision of Inheritance Certificate – For Lawyers’](#)

2 Applicant details are not required, and **Section D (Applicant)** is disabled when the selected Category in Section B is **Authority**.

Status: Draft

1

Apply for Revision of Inheritance Certificate

2

Preview

3

Complete

A. Reason for Revision

✓

B. Lawyer/ MUIS/ Authority

!

C. Deceased Person

✓

D. Applicant

✗

E. Beneficiaries

✓

✓ Complete

! Incomplete

Select Category

Pilih Kategori

Authority

ⓘ If you are a Law Firm acting on behalf of MUIS, please select Lawyer as the category.

☐ I am authorised by the Authority to make this application.

Officer's Details

Supporting Documents for Proof of Relationship

Relationship	Supporting Document for Proof of Relationship
Husband/Wife	• Marriage certificate • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application • If the Marriage Certificate produced is issued by a foreign authority, it is to be endorsed by a relevant authority.
Son/Daughter	• Applicant's birth certificate showing deceased as mother/father • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Father/Mother	• Deceased's birth certificate showing Applicant as mother/father • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Brother/Sister	• Applicant's and deceased's birth certificates showing they share the same parents/mother/father • Parent's marriage cert • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Consanguine Brother- Half-brother (same father)/Consanguine Sister - Half-sister (same father)	• Applicant's and deceased's birth certificates showing they share the same parents/mother/father • Parent's marriage cert • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Uterine Brother - Half-brother (same mother)/Uterine Sister- Half-sister (same mother)	• Applicant's and deceased's birth certificates showing they share the same parents/mother/father • Parent's marriage cert • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Son's Son/Son's Daughter	• Applicant's birth certificate • Applicant's parent's (the deceased's son) death certificate if said son is not listed as a beneficiary • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Father's Father/Father's Mother	• Deceased's birth certificate showing Applicant's child as his/her father/mother • Deceased's parent's (mother/father) death certificate if said person is not listed as beneficiary • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Mother's Mother	• Deceased's birth certificate showing Applicant's child as his/her father/mother • Deceased's parent's (mother/father) death certificate if said person is not listed as beneficiary • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Uncle (father's brother)	• Applicant's birth certificate showing same parents/father with the deceased's father • Deceased's father's death certificate if said person is not listed as beneficiary • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Consanguine Uncle - Half uncle (same grandfather)	• Applicant's birth certificate showing same parents/father with the deceased's father • Deceased's father's death certificate if said person is not listed as beneficiary • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Nephew (brother's son)	• Applicant's birth certificate • Death certificate of Applicant's father • Deceased's birth certificate showing Applicant's father as a sibling • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Consanguine Nephew - Half-brother (same father)'s son	• Applicant's birth certificate • Death certificate of Applicant's father • Deceased's birth certificate showing Applicant's father as a sibling • If Applicant is a foreigner, he/she is to produce Passport bearing the same ID number as in his/her IC application
Male Cousin	• Applicant's Birth Cert (showing father is Deceased's father's full brother) • Applicant's father's Birth cert • Deceased's father's birth cert • Deceased's Birth Cert
Consanguine Male Cousin - Half cousin (same grandfather)	• Applicant's Birth Cert (showing father is Deceased's father's consanguine brother) • Applicant's father's Birth cert • Deceased's father's birth cert • Deceased's Birth Cert

Statutory Declaration

(Applicable for Applications by Lawyers Only)

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	I-2021-000315	Pending Statutory Declaration	19/04/2021	⋮ Edit

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

2

Pre-Requisites

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.

5

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 for 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.maliha@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.maliha@ncs.com.sg

Back to Dashboard

Payment for Inheritance Certificate

Payment for Inheritance Certificate

The Statutory Declaration must be accepted first, where applicable, 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.

The screenshot shows the SYARIAH COURT SINGAPORE dashboard. At the top, there's a header with the court logo and 'Dashboard'. Below it, a dark red banner reads 'INHERITANCE E-SERVICES / PAYMENT FOR INHERITANCE CERTIFICATE' and 'Payment for Inheritance Certificate'. The case ID is 'I-2021-000301' and the status is 'Completed'. A progress bar shows '1 Make Payment' as completed and '2 Complete' as the next step. A yellow box highlights a 'Success!' message with the following details: Payment Advice Number: PM-2021-000204, Bank Transaction Reference number: 7678, Payment Status: Completed, Payment Date: 01/04/2021 00:00. Below this is a 'Back to Dashboard' button. The dashboard has tabs for 'Divorce', 'Inheritance', and 'Others'. Under 'Inheritance', there are sections for 'Ongoing Application' and 'Completed Application'. The 'Completed Application' section contains a table with the following data:

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

A yellow box highlights the 'Issued Certificate' row in the table.

Extract of Inheritance Certificate

Extract of Inheritance Certificate

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

- 5 Select the **Inheritance Certificate** to be extracted.
- 6 On selecting a record, the Preview button is displayed. Click on **Preview**.
- 7 Click on **Apply for Extract of Inheritance Certificate** drop-down bar.
- 8 Click on **Extract of Inheritance Certificate** link.
- 9 Read through **Important Notes**.
- 10 Agree to **Privacy Statement** and **Terms of Use** by ticking the checkbox.
- 11 Click on **Agree and Proceed**.
- 12 Fill in **Reason for extraction**.
- 13 Click on **NEXT** to proceed to **Section B (Lawyer/MUIS/Authority)**.

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
☐ 0001/2021 Rev1	01/01/2021
☒ 0001/2021	20/12/2020

Cancel

6 Preview

With this inheritance certificate, you can:

7 Apply for Extract of Inheritance Certificate

8 Extract of Inheritance Certificate

Description

For an applicant who intends to extract a copy of inheritance certificate.

Documents Required

Death Certificate of the Deceased
Inheritance Certificate Number

Estimated time required to complete the form: 20 min

Apply for Revision of Inheritance Certificate

9 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.

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

Back to Dashboard

11 Agree and Proceed

Status: Draft

1 Apply for Inheritance Certificate

2 Preview

3 Declare & Submit

4 Complete

A. Reason for Extraction

1

B. Lawyer/ MUIS/ Authority

1

C. Deceased Person

2

D. Applicant

1

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

Complete 1 Incomplete 12

Reason for extraction

Enter here...

0 / 2000

13 Next: B. Lawyer/ MUIS/ Authority

Save as Draft

Preview

80

Extract of Inheritance Certificate

[Return to Contents](#)

- 14 Select Category as **Lawyer/MUIS/Authority** and the page will expand. Fill in all details and upload the supporting documents, where applicable.
- 15 Click on **NEXT** to proceed to **Section C (Deceased Person)**.
- 16 Verify Deceased Person's details and potential beneficiaries' details.
- 17 Click on **NEXT** to proceed to **Section D (Applicant)**.
- 18 Fill in **Applicant's** details. (This section is not applicable for Authority.)
- 19 Preview button will be enabled when all mandatory fields are filled. Click on **Preview**.
- 20 Verify information in **Sections A, B, C and D**.
- 21 Click on **Back to Edit** to edit/update. Otherwise, click on **Make Payment** to pay.

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

2 / Preview 3 / Declare & Submit 4 / Complete

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [Inheritance User Guide \(PDF, 3.2MB\)](#)

Complete Incomplete

Select Category

Lawyer MUIS Authority

Please select Lawyer's category.

Previous: A. Reason for Extraction Next: C. Deceased Person

Save as Draft Preview

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

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [Inheritance User Guide \(PDF, 3.2MB\)](#)

Complete Incomplete

A. Reason for Extraction

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

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

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

ID Type
Jenis Kad Pengenalan
Other IDs
No Kad Pengenalan
S64546656T

Citizenship
Kerakyatan
Permanent Resident

Nationality
Kewarganegaraan
AFGHAN

Date of Death
Tarikh kematian si mati
08/04/2021

Gender
Jantina
Male

Mazhab / School of Muslim Law
Mazhab
Hanafi

[Sitecore Author User Guide_v0.2.docx](#)

File Description
Death Certificate

Previous: B. Lawyer/ MUIS/ Authority Next: D. Applicant

Preview

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

Status: Draft

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

A. Reason for Extraction

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

Back to Edit Make Payment

C. Deceased Person

D. Applicant

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

Relationship with Deceased
Hubungan dengan si mati
Please Select..

Date of Birth
Tarikh Lahir

ID Type
Jenis ID

ID No.
No. Kad Pengenalan

Residential Address

Location
Lokasi
☐ Local ☐ Overseas

Contact Details

Handphone
Telefon bimbit
Please Select.. Enter Text

Email Address
Alamat emel
Enter Text

Previous: C. Deceased Person

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	I-2021-000295	Approved	12/04/2021	⋮
Statutory Declaration	I-2021-000295	Approved	12/04/2021	⋮
Payment for Inheritance Certificate	I-2021-000295	Completed	12/04/2021	⋮
Issued Certificate	I-2021-000295	Available to download(14 Days)	26/04/2021	⋮
New Inheritance Certificate	I-2021-000301	Approved	01/04/2021	⋮
Statutory Declaration	I-2021-000301	Approved	01/04/2021	⋮
Payment for Inheritance Certificate	I-2021-000301	Pending Payment	01/04/2021	⋮
Issued Certificate	I-2021-000301	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

5

Divorce

Inheritance

Others

Ongoing Application

Completed Application

Create New Application

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

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

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

View/Edit Draft Applications

View/Edit Draft Applications

[Return to Contents](#)

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 (placeholder (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
S1234567T

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	2b Edit View
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.

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

1

82



NOTIFICATION

NOTIFICATION

All (85)

Unread (82)

Read (3)

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

All (85)

Unread (82)

Read (3)

Notifications	Date
Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)	26/02/2021 19:04:40
Rejected: Application for Inheritance Certificate (I-2021-000076)	26/02/2021 19:05:00

All (85)

Unread (82)

Read (3)

Notifications	Date
Pending Approval: Inheritance Certificate application (I-2021-000076)	26/02/2021 18:46:50
Pending Approval: Inheritance Certificate application (I-2021-000076)	26/02/2021 18:48:45
Pending Affirmed Statutory Declaration: Application for Inheritance Certificate (I-2021-000076)	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 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 applications 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	I-2021-000315	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	I-2021-000315	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	I-2021-000295	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