



# 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



# Contents (click on the page numbers to go to the section)



## Check who can share in the Estate of a deceased

**Inheritance Online Trial Calculator** [Page 4](#)



## My Account & Notifications

### My account

- Login to SYC Portal Inheritance e-Services Using Corppass [Page 9](#)
- Check Notifications [Page 89](#)
- View Pending Tasks/What I Need To Do [Page 91](#)



## Apply for Inheritance Certificate

### Inheritance Certificate Application Process

Search for Inheritance Certificate [Page 12](#)

#### Process for Lawyers:

Application for Inheritance Certificate [Page 14](#)

Re-apply for New Inheritance Certificate (Re-apply with a different set of facts) [Page 23](#)

Revision of Inheritance Certificate (Death of beneficiary before final distribution of estate) [Page 31](#)

Statutory Declaration [Page 73](#)

#### Process for MUIS officers:

Application for Inheritance Certificate [Page 38](#)

Re-apply for New Inheritance Certificate (Re-apply with a different set of facts) [Page 46](#)

#### Process for officers from other Authorities:

Application for Inheritance Certificate [Page 54](#)

Re-apply for New Inheritance Certificate (Re-apply with a different set of facts) [Page 62](#)

Revision of Inheritance Certificate [Page 69](#)

**Supporting Documents for Proof of Relationship** [Page 71](#)

**Payment for Inheritance Certificate** [Page 76](#)

**Extract of Inheritance Certificate** [Page 80](#)

**Download Inheritance Certificate** [Page 83](#)

**Dashboard** [Page 85](#)

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

# Inheritance Online Trial Calculator

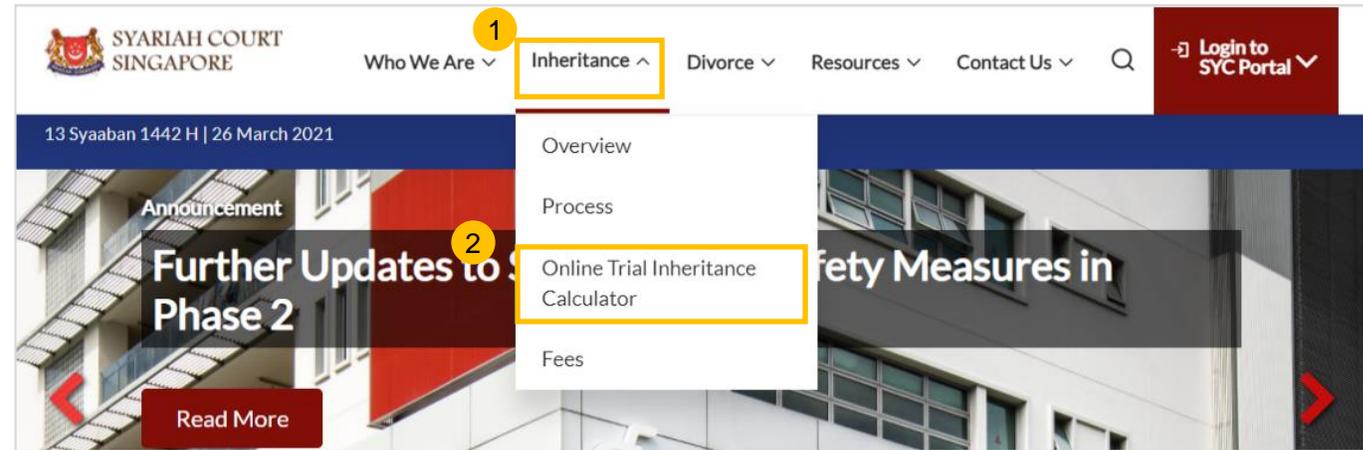
# Inheritance Online Trial Calculator

1 Click [here](#) to navigate to the SYC Website.

2 Click on the downward arrow and click on **Online Trial Inheritance Calculator**.

3 To view/download the **Family Relationship Chart**, click on the link and the Chart is displayed.

4 Enter the Name (optional), **Gender** and **Mazhab/School of Muslim Law** of the Deceased.



## 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:

4

Name (Optional)

Gender

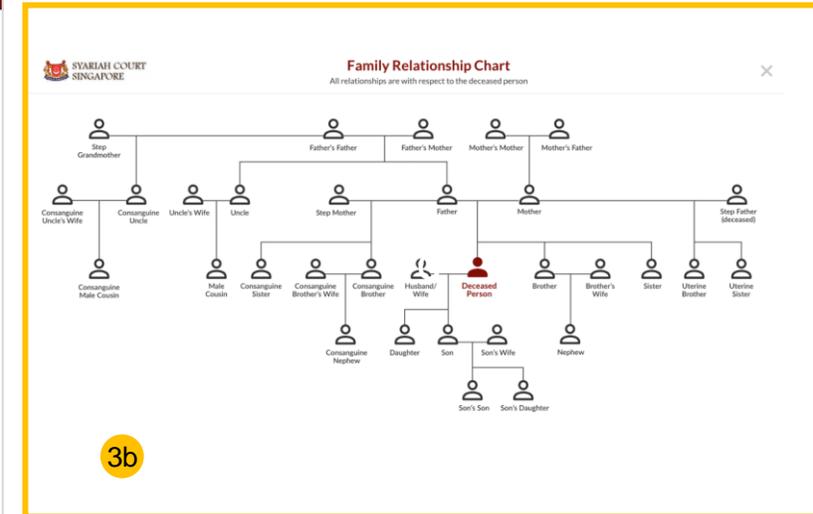
Mazhab/ School of Muslim Law

#### Step 2

Potential Beneficiaries:

3a

[Family Relationship Chart](#)



# Inheritance Online Trial Calculator

- 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	<input type="text" value="3"/>	Nephew Brother's Son	<input type="text" value="0"/>
Son's Son	<input type="text" value="0"/>	Consanguine Nephew Half brother (same father)'s son	<input type="text" value="0"/>
Father	<input type="text" value="0"/>	Uncle Father's Brother	<input type="text" value="0"/>
Father's Father	<input type="text" value="0"/>	Consanguine Uncle Half uncle (same grandfather)	<input type="text" value="0"/>
Brother	<input type="text" value="0"/>	Male Cousin	<input type="text" value="0"/>
Consanguine Brother Half brother (same father)	<input type="text" value="0"/>	Consanguine Male Cousin Half cousin (same grandfather)	<input type="text" value="0"/>
Uterine Brother Half brother (same mother)	<input type="text" value="0"/>		

### Potential Female Beneficiaries

Daughter	<input type="text" value="0"/>	Sister	<input type="text" value="0"/>
Mother	<input type="text" value="0"/>	Consanguine Sister Half sister (same father)	<input type="text" value="0"/>
Son's Daughter	<input type="text" value="0"/>	Uterine Sister Half sister (same mother)	<input type="text" value="0"/>
Father's Mother	<input type="text" value="0"/>		
Mother's Mother	<input type="text" value="0"/>		

# Inheritance Online Trial Calculator

8

## Online Inheritance Calculator - Calculation Result:

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

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

Full Name (As per NRIC)

Gender

Mazhab/ School of Muslim Law

Male

Shafiee

9

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
<b>Total</b>		<b>3</b>

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](#)

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.

- 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

Mazhab/ School of Muslim Law

Male

Shafiee

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

Beneficiary	Distribution Rule(s)	Shares
Son 1	Asobah	2
Daughter 1	Asobah Bilghair	1
<b>Total</b>		<b>3</b>

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

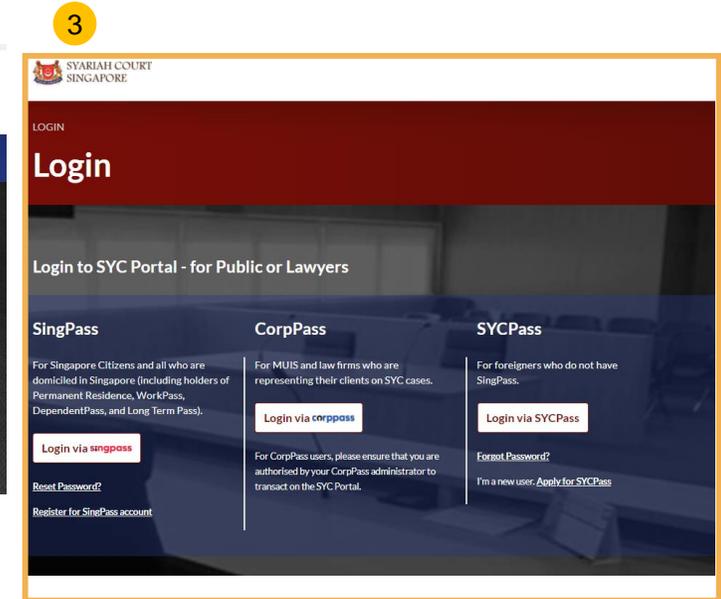
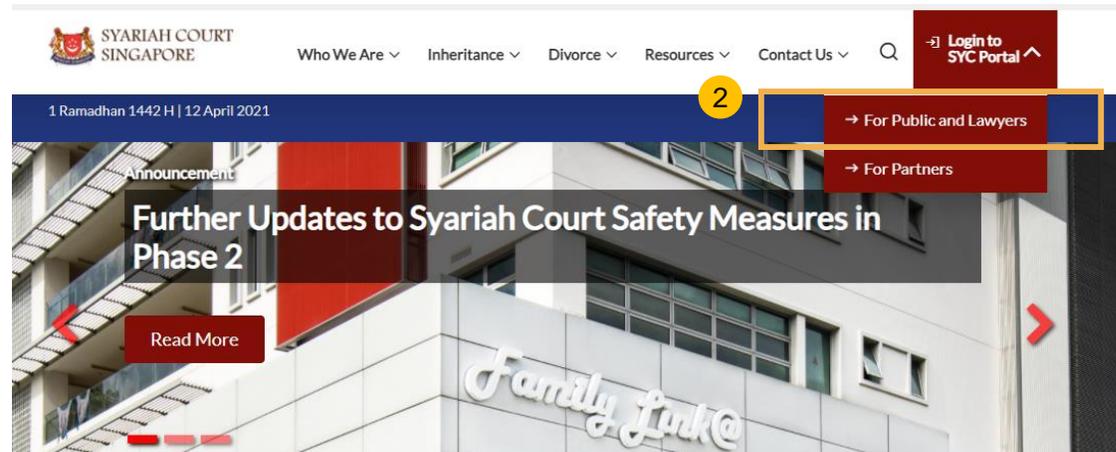
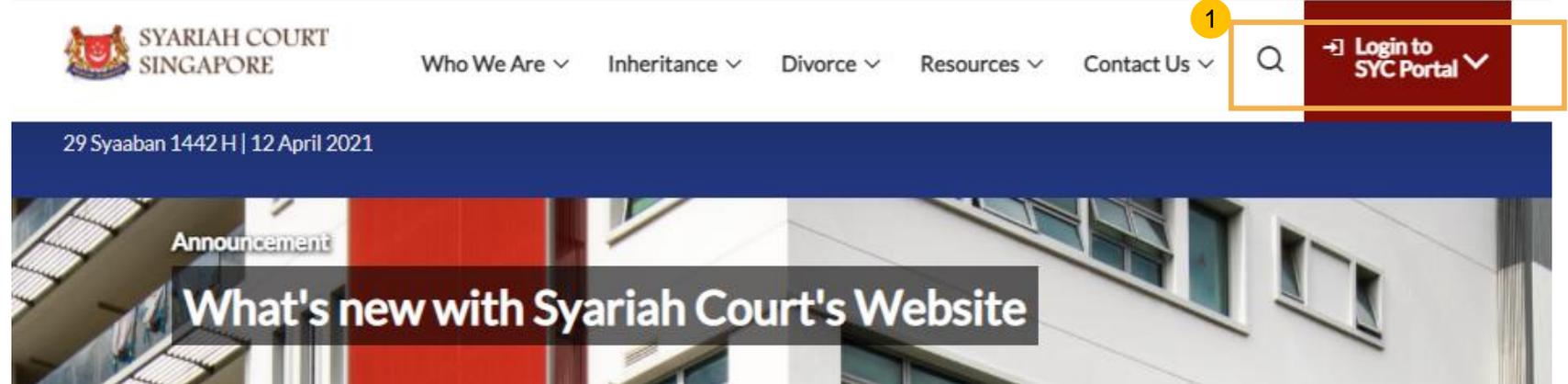
[Return to Contents](#)

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

- For Public and Lawyers:
- For Partners

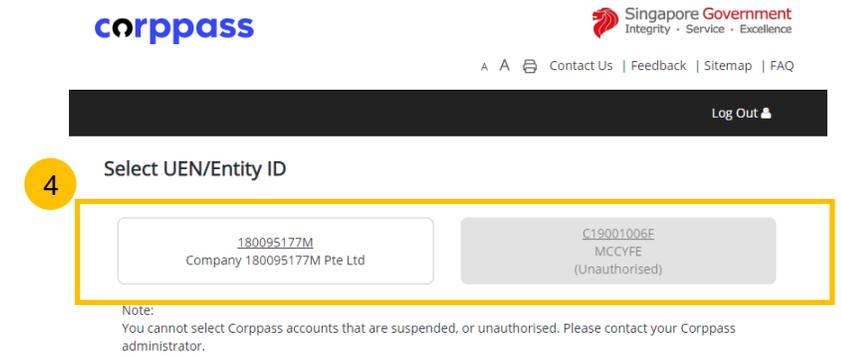
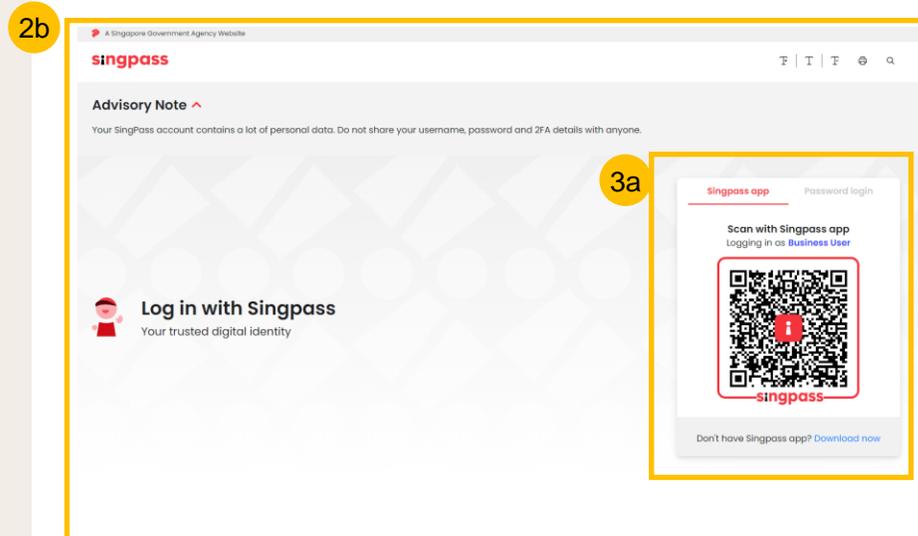
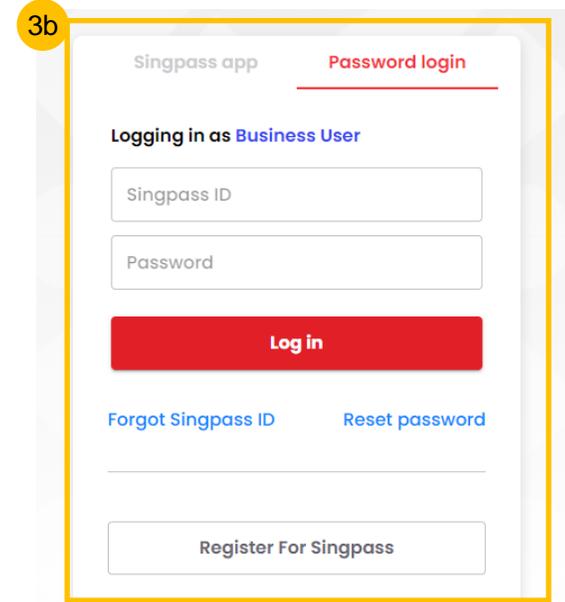
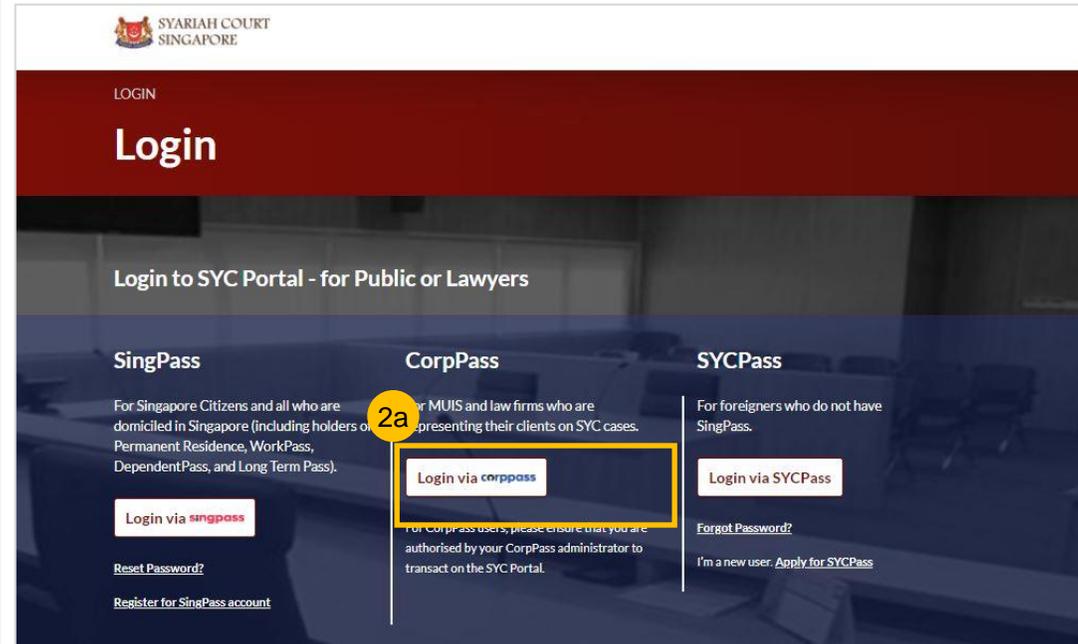
2 To login to SYC Portal, click on **For Public and Lawyers**.

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



# Login to SYC Portal for e-Services using Corppass

- 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

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

Search for Inheritance Certificate via Pencarian Sijil Warisan melalui

3b

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 shows the 'Inheritance' tab selected on the dashboard. The 'Create New Application' button is highlighted. The search interface includes a dropdown for 'Deceased ID Type' (with options: Please Select., SG PINK, SG BLUE, FIN, PASSPORT, Other IDs) and a text input for 'ID No.' (containing 'S1234567P'). A 'Search' button is highlighted. Below the search, a message states 'There is no Inheritance Certificate under this NRIC/ID No.' The 'You can do the following:' section is expanded to show the 'Apply for Inheritance Certificate' option, which includes a description and a list of required documents: 'Death Certificate of the Deceased' and 'NRIC or Passport No. of the applicant and beneficiaries'. The estimated time to complete the form is 20 minutes.

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

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

ID No.  
No Kad Pengenalan

Enter Deceased NRIC/ID No. Search

Cancel

Deceased ID Type  
Jenis Kad Pengenalan

ID No.  
No Kad Pengenalan

SG PINK S1234567P Search

There is 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 NRIC or Passport No. of the applicant and beneficiaries
Estimated time required to complete the form: 20 min	

Cancel

# 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**.

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

[Return to Contents](#)

15

A.Lawyer/ MUIS/ Authority

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

Complete  Incomplete

Select Category  
Pilih Kategori

Lawyer  
MUIS  
Authority

Select Category  
Pilih Kategori

Lawyer  
MUIS  
Authority

- 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

Complete  Incomplete

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

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

Lawyer's Office Phone number  
Telefon Bimbit Peguam

Lawyer's Email Address  
Alamat Emel Peguam

Please upload the Letter of Authorisation

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

Corporate Details

Name of Law Firm  
Nama firma guaman

16

UEN

No. UEN

Corporate Address

Postal Code

Poskod

Blk/House No.

No. Blok

Level No.

No. Aras

Unit. No.

No. Unit

Street Name

Nama Jalan

Building Name (Optional)

Nama Bangunan (Jika ada)

19

Next:

# Application for Inheritance Certificate – Deceased Section

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

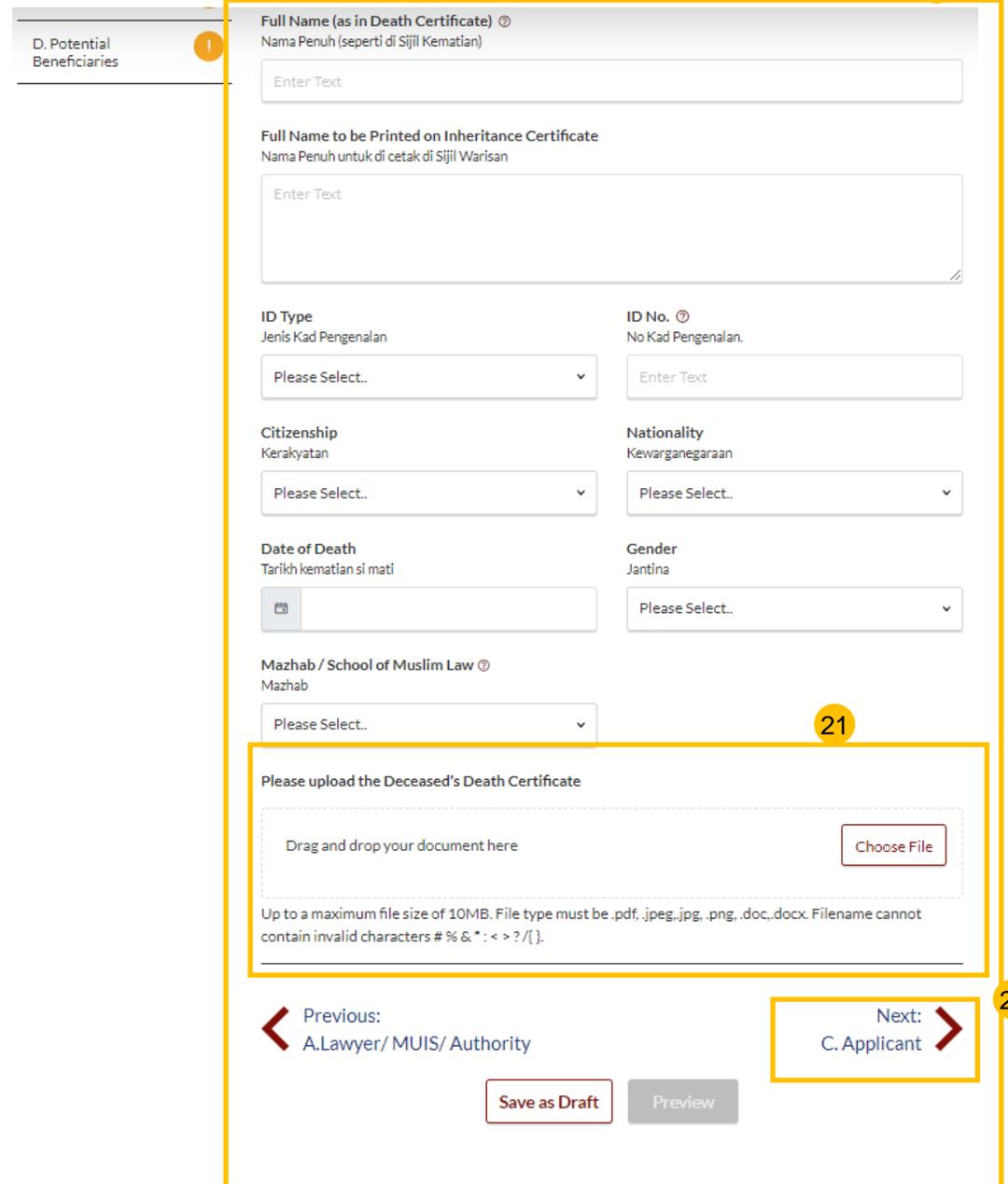
21 Click **Choose File** or drag and drop' a soft copy to upload Deceased's Death Certificate.

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)**.



D. Potential Beneficiaries

Full Name (as in Death Certificate) ②  
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. ②  
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 ②  
Mazhab

Please Select..

Please upload the Deceased's Death Certificate

Drag and drop your document here

Choose File

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

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)**.

Status: Draft

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

25

A. Lawyer/ MUIS/ Authority   26a

B. Deceased Person   26b

C. Applicant   27

D. Potential Beneficiaries   28

- 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)

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

Level No.  
No. Aras

Unit No.  
No. Unit

684B   22   22

Street Name  
Nama Jalan

CHOA CHU KANG CRESCENT

Building Name (Optional)  
Nama Bangunan (Jika ada)

nisar.mallha@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.

The screenshot shows the 'D. Potential Beneficiaries' section. At the top, there is a green checkmark icon and a link to 'Family Relationship Chart'. Below this is a table with the following data:

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.
1	Son	<a href="#">ABDULRAZAQ</a>	SG PINK	S8675765D

Below the table is an 'Add Potential Beneficiary' button. At the bottom, there is a 'Previous: C. Applicant' link and two buttons: 'Save as Draft' and 'Preview'. The 'Preview' button is highlighted with a yellow box and labeled with the number 33.

This block contains two screenshots. The top screenshot shows the 'D. Potential Beneficiaries' table with a yellow box around the 'Add Potential Beneficiary' button, labeled with the number 30. The bottom screenshot shows the 'Add Potential Beneficiary' form with a yellow border and labels 31 and 32. The form fields are:

- Relationship with Deceased (Hubungan dengan si mati): dropdown menu.
- Full Name (as per ID No.) (Nama Penuh (seperti di Kad Pengenalan)): text input field.
- Full Name to be Printed on Inheritance Certificate (Nama Penuh untuk dicetak di Sijil Warisan): text input field.
- ID Type (Jenis ID): dropdown menu.
- ID No. (No. Kad Pengenalan.): text input field.

At the bottom of the form, there are 'Cancel' and 'Save' buttons. The 'Save' button is highlighted with a yellow box and labeled with the number 32.

# Application for Inheritance Certificate – Potential Beneficiaries

- 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



- 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	<a href="#">ABDUL RAZAQ</a>	SG PINK	S8675765D

Add Potential Beneficiary

Edit Delete 37

Previous:  
C. Applicant

Save as Draft Preview 38

# Application for Inheritance Certificate – Potential Beneficiaries

- 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’](#)

39 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

40

← 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

43a Submitted!

43b 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

45

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

# Re-apply for New Inheritance Certificate – 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

ID No.  
No Kad Pengenalan

SG PINK

S1234567T

Search

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

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

5

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

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

Cancel

Preview

6

7 With this inheritance certificate, you can:

Apply for Inheritance Certificate

8

Apply for Inheritance Certificate

### Description

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

Estimated time required to complete the form: 20 min

### 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

9

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. You 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

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

B. Lawyer/ MUIS/ Authority ⓘ  
✔ Complete ⓘ Incomplete

C. Deceased Person ⓘ

D. Applicant ⓘ

E. Beneficiaries ⓘ

Reason for new application

Enter here...

0 / 2000

13

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

[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)**.

The screenshot displays the application form with several sections highlighted by yellow boxes and numbered callouts:

- Section B (Lawyer/MUIS/Authority):** A vertical tab on the left shows 'B. Lawyer/ MUIS/ Authority' with a green checkmark and callout 19. The main form area (callout 17) shows 'Select Category' with 'Lawyer' selected. Below it, 'Lawyer's Details' includes fields for Full Name, Practicing Certificate Number, Office Phone number, and Email Address. A 'Please upload the Letter of Authorisation' section (callout 18) features a 'Drag and drop your document here' area and a 'Choose File' button. A status box (callout 15) indicates 'Complete' with a green checkmark and 'Incomplete' with a red exclamation mark.
- Corporate Details:** Fields for 'Name of Law Firm' and 'UEN' are present.
- Corporate Address:** Fields for 'Postal Code', 'Blk/House No.', 'Level No.', 'Unit No.', and 'Street Name' are present.
- Navigation:** At the bottom, a 'Previous: A. Reason for New Application' button is on the left, and a 'Next: C. Deceased Person' button (callout 20) is on the right. 'Save as Draft' and 'Preview' buttons are also visible.

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

B. Lawyer/ MUIS/ Authority   Complete  Incomplete

C. Deceased Person  1

D. Applicant  1

E. Beneficiaries  1

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

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  
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

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

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

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,XXB)

Complete  Incomplete

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

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

27 Relationship with Deceased  
Hubungan dengan si mati

Date of Birth  
Tarikh Lahir

ID Type  
Jenis ID

ID No.  
No. Kad Pengenalan

28 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  
 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

Email Address  
Alamat emel

29

Previous: C. Deceased Person

# 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**.

The screenshot shows a web interface with a sidebar on the left containing menu items: 'C. Deceased Person' (checked), 'D. Applicant' (checked), and 'E. Beneficiaries' (checked). The main content area has a heading 'Please add Potential Beneficiaries in the following table:' and a link for 'Family Relationship Chart'. Below this is a table with columns: S/N, Relationship with Deceased, Full Name, ID Type, and NRIC/ID No. The table contains one row with S/N '1', Relationship 'Son', Full Name 'DEFGHJKL', ID Type 'SG PINK', and NRIC/ID No. 'S1234567T'. To the right of the table is a context menu with 'Edit' and 'Delete' options. Below the table is an 'Add Potential Beneficiary' button. At the bottom, there is a 'Previous: D. Applicant' link, a 'Save as Draft' button, and a 'Preview' button.

The screenshot shows a pop-up dialog titled 'Delete Potential Beneficiary: JUNAID RAZAQ'. It contains a text input field for 'Reason for deleting potential beneficiary' with a placeholder 'Enter here..'. At the bottom right, there are 'Cancel' and 'Save' buttons.

The screenshot shows a pop-up dialog titled 'Add Potential Beneficiary'. It has several input fields: 'Relationship with Deceased' (Hubungan dengan si mati) with a dropdown menu, 'Full Name (as per ID No.)' (Nama Penuh (seperti di Kad Pengenalan)) with a text input, 'Full Name to be Printed on Inheritance Certificate' (Nama Penuh untuk dicetak di Sijil Warisan) with a text input, 'ID Type' (Jenis ID) with a dropdown menu, and 'ID No.' (No. Kad Pengenalan) with a text input. At the bottom, there are 'Cancel' and 'Save' buttons.

The screenshot shows a pop-up dialog titled 'Edit Potential Beneficiary'. It has several input fields: 'Relationship with Deceased' (Hubungan dengan si mati) with a dropdown menu showing 'Son', 'Full Name (as per ID No.)' (Nama Penuh (seperti di Kad Pengenalan)) with a text input containing 'JUNAID RAZAQ', 'Full Name to be Printed on Inheritance Certificate' (Nama Penuh untuk dicetak di Sijil Warisan) with a text input containing 'JUNAID RAZAQ NIZAM', 'ID Type' (Jenis ID) with a dropdown menu showing 'SG PINK', and 'ID No.' (No. Kad Pengenalan) with a text input containing 'S1234567U'. At the bottom, there are 'Cancel' and 'Save' buttons.

# 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

Status: Pending Approval

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

42a

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

44

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

# Revision of Inheritance Certificate – For Lawyers

**(Death of beneficiary before final distribution of estate)**

# Revision of Inheritance Certificate

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
<input type="radio"/> 0001/2021 Rev1	01/01/2021
<input checked="" type="radio"/> 0001/2021	20/12/2020

With this inheritance certificate, you can:

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

### 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.

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)

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	<input type="radio"/> Incomplete	<input type="radio"/> Complete	<input type="radio"/> Incomplete
B. Lawyer/ MUIS/ Authority	<input type="radio"/> Incomplete	<input checked="" type="radio"/> Complete	<input type="radio"/> Incomplete
C. Deceased Person	<input checked="" type="radio"/> Complete	<input type="radio"/> Incomplete	<input type="radio"/> Incomplete
D. Applicant	<input type="radio"/> Incomplete	<input type="radio"/> Complete	<input type="radio"/> Incomplete
E. Beneficiaries	<input checked="" type="radio"/> Complete	<input type="radio"/> Incomplete	<input type="radio"/> Incomplete

Reason for revision

Enter here...

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



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

16

B. Lawyer/ MUIS/ Authority

C. Deceased Person

D. Applicant

E. Beneficiaries

Complete  Incomplete

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 Bilik Peguam

Enter Text

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

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: C. Deceased Person

# Revision of Inheritance Certificate

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

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

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 !

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

Bedah Binte Awang

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
SG PINK	S1234567B
Citizenship Kerakyatan	Nationality Kewarganegaraan
Singapore Citizen	SINGAPORE CITIZEN
Date of Death Tarikh kematian si mati	Gender Jantina
01/01/2020	Female
Mazhab / School of Muslim Law Mazhab	
Shafiee	

[AML.A Amendment 2017.pdf](#)

File Description  
Death Certificate

21

Previous: B. Lawyer/ MUIS/ Authority

Next: D. Applicant

Save as Draft Preview

# Revision of Inheritance Certificate

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

B. Lawyer/ MUIS/ Authority

C. Deceased Person

**D. Applicant**    
  Incomplete

E. Beneficiaries

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

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

23 Relationship with Deceased    
 Hubungan dengan si mati

Date of Birth    
 Tarikh Lahir

ID Type    
 Jenis ID

ID No.    
 No. Kad Pengenalan

25 Please upload the supporting documents

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

Email Address   
 Alamat emel

26

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	<a href="#">JUNAID RAZAQ</a>	SG PINK	S1234567U	27a 27b Edit
2	Daughter	<a href="#">FARISA FATEHI</a>	SG PINK		
3	Son	<a href="#">ABDUL RAZAQ</a>	SG PINK	S1234567H	
4	Son	<a href="#">YOUSUF AMAR</a>	SG PINK	S1234578T	
5	Daughter	<a href="#">AISHAH AHMAD</a>	SG PINK	G1234567T	
6	Daughter	<a href="#">NORIYA ANWAR</a>	SG PINK	T1234567Y	
7	Son	<a href="#">ABBAS SAMAR KHAN</a>	SG PINK	S1234567Y	
8	Daughter	<a href="#">MASITA QAMAR UZMAN</a>	SG BLUE	S1234567K	

Potential Beneficiaries of [JUNAID RAZAQ](#) 29b

There are no potential beneficiaries.

S/N	Relationship with Deceased	Full Name	ID Type	NRIC/ID No.	
1	Daughter	<a href="#">JUVERIYA RAZAQ</a>	SG PINK	S2324244U	32

29a Add Potential Beneficiary

Previous: C. Applicant

Save as Draft Preview 33

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

28b Cancel Save

Add Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

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

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

ID Type  
Jenis ID

ID No.  
No. Kad Pengenalan.  
Enter Text

30

31 Cancel Save

# 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**

Status: Pending Approval

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

38a **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	:

40

# 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 user interface for applying for an Inheritance Certificate. It is divided into three main sections: 'Ongoing Application', 'Completed Application', and a search section.

- 1:** The 'Inheritance' tab is selected in the top navigation bar.
- 2:** The 'Create New Application' button is highlighted in the 'Ongoing Application' section.
- 3:** The search section is highlighted, showing a message: 'Please check if there is an existing Inheritance Certificate before you start any new application.'
- 4:** The search criteria are set to 'ID No.' (selected) and 'Inheritance Certificate Number' (unselected).
- 5:** The 'Search' button is highlighted, and the 'Deceased ID Type' dropdown menu is open, showing options: 'Please Select.', 'SG PINK', 'SG BLUE', 'FIN', 'PASSPORT', and 'Other IDs'.
- 6:** The search results page is displayed, showing a message: 'There is a no Inheritance Certificate under this NRIC/ID No.' Below this, the 'You can do the following:' section is highlighted.
- 7:** The 'Apply for Inheritance Certificate' link is highlighted in the 'You can do the following:' section.
- 8:** The 'Apply for Inheritance Certificate' link is highlighted in the table below.

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

# 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**.

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)

13 **Back to Dashboard** 12 **Agree and Proceed**



# Application for Inheritance Certificate – Deceased Section

20 Fill in all particulars of Deceased Person.

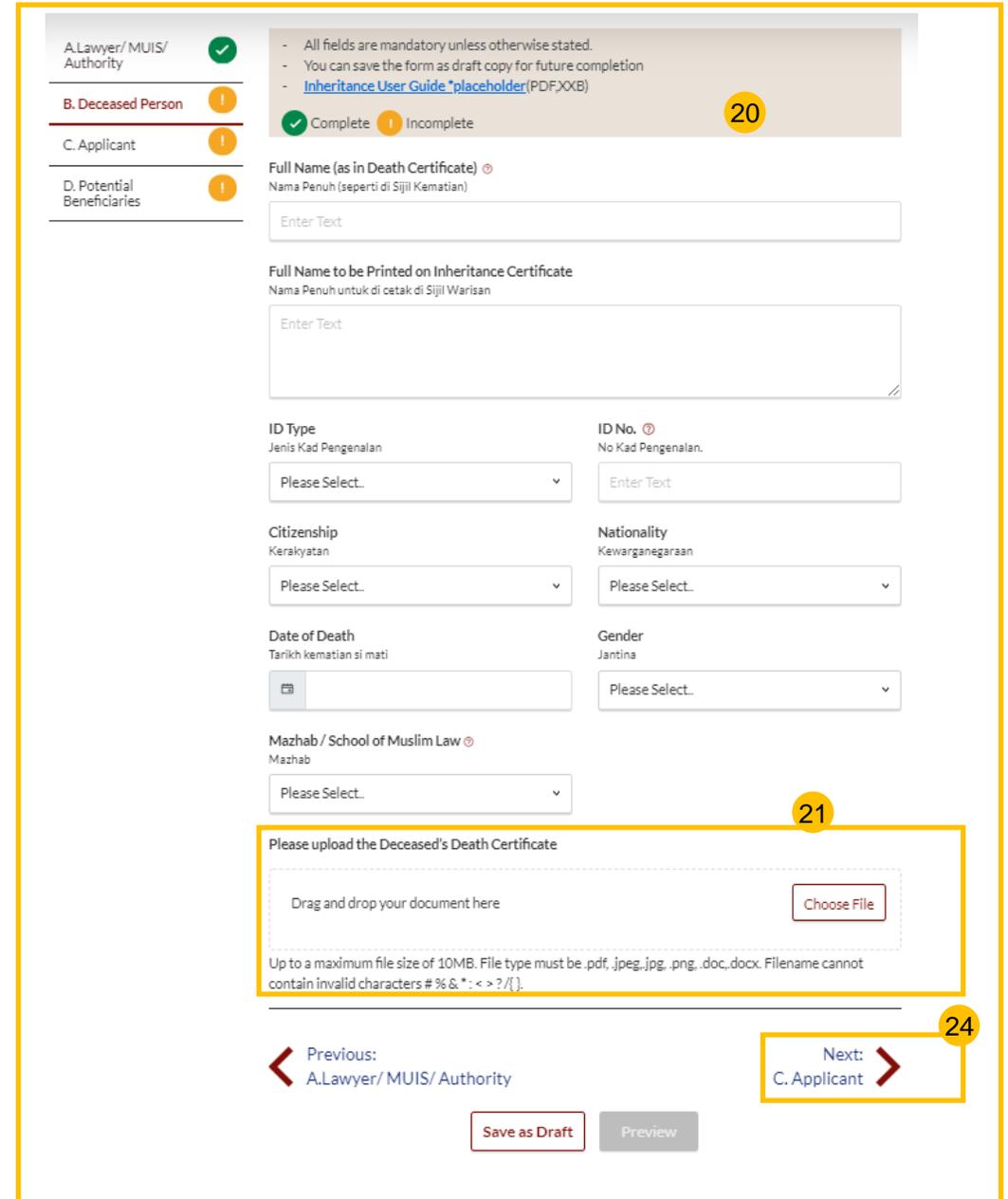
21 Click **Choose File** or 'drag and drop' a soft copy to upload Deceased's Death Certificate.

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)**.



The screenshot shows the 'Deceased Section' of the application form. On the left, a vertical tab lists four sections: 'A. Lawyer/ MUIS/ Authority' (checked), 'B. Deceased Person' (highlighted with a green checkmark and callout 23), 'C. Applicant' (incomplete), and 'D. Potential Beneficiaries' (incomplete). The main form area contains the following fields:

- Instructions:** All fields are mandatory unless otherwise stated. You can save the form as draft copy for future completion. [Inheritance User Guide \\*placeholder \(PDF,XXB\)](#). Status: Complete (checked), Incomplete.
- Full Name (as in Death Certificate):** Nama Penuh (seperti di Sijil Kematian). Input field: Enter Text.
- Full Name to be Printed on Inheritance Certificate:** Nama Penuh untuk di cetak di Sijil Warisan. Input field: Enter Text.
- ID Type:** Jenis Kad Pengenalan. Dropdown: Please Select..
- ID No.:** No Kad Pengenalan. Input field: Enter Text.
- Citizenship:** Kerakyatan. Dropdown: Please Select..
- Nationality:** Kewarganegaraan. Dropdown: Please Select..
- Date of Death:** Tarikh kematian si mati. Input field: [Calendar icon] [Empty].
- Gender:** Jantina. Dropdown: Please Select..
- Mazhab / School of Muslim Law:** Mazhab. Dropdown: Please Select..
- File Upload:** Please upload the Deceased's Death Certificate. Drag and drop your document here. **Choose File** button. Note: Up to a maximum file size of 10MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & \* : < > ? / { }.
- Navigation:** Previous: A.Lawyer/ MUIS/ Authority. Next: C.Applicant. Buttons: Save as Draft, Preview.

# 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  Incomplete 25

Applicant  
Pemohon

Majlis Ugama Islam Singapura (MUIS)

UEN  
No. UEN

T08GB0028L

26

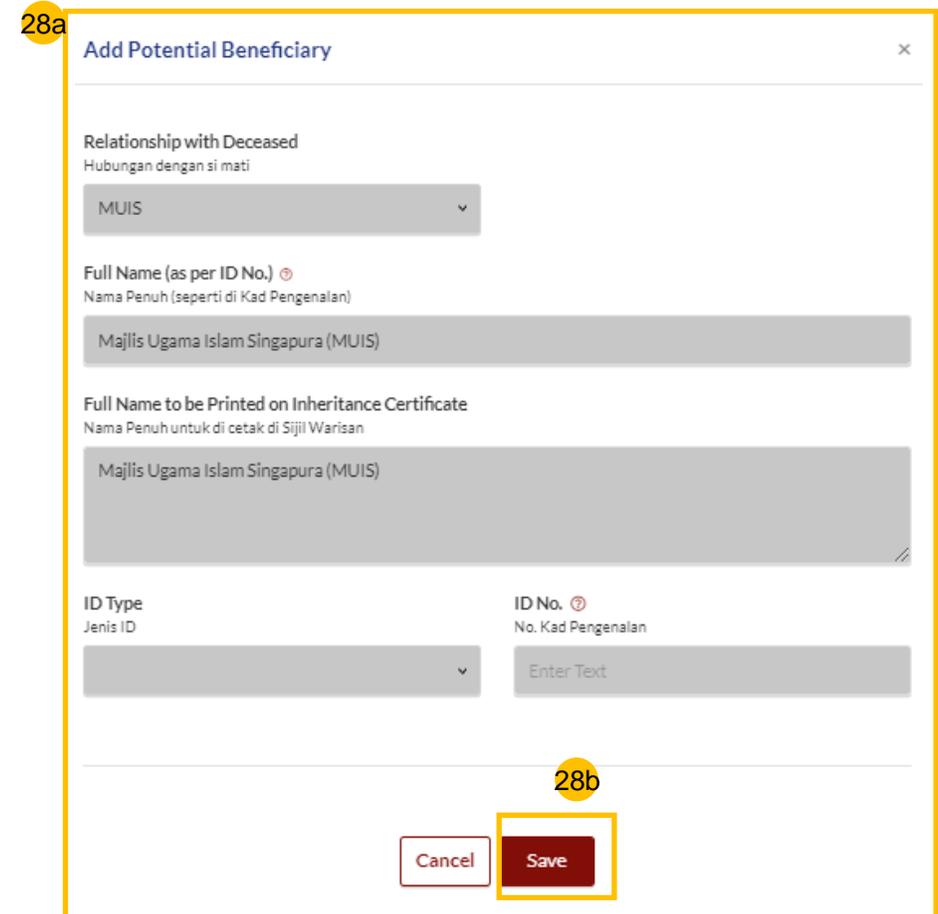
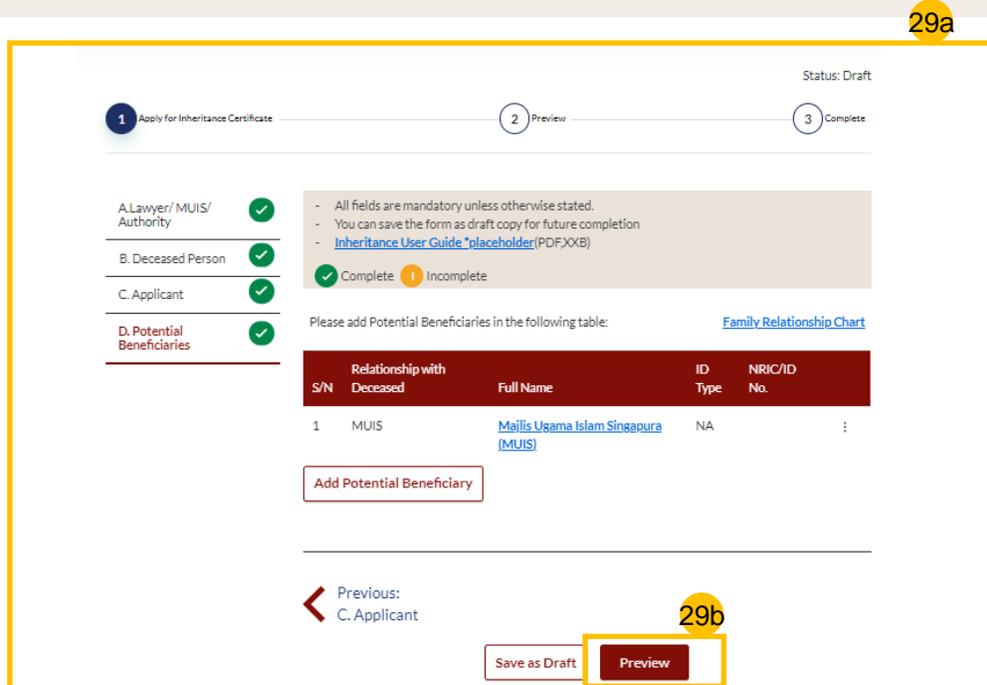
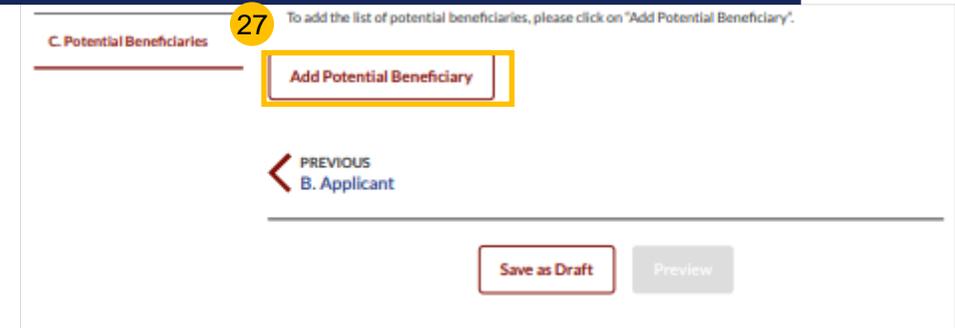
Previous: B. Deceased Person

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.



# Application for Inheritance Certificate

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

32a **Application for Inheritance Certificate**

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	<a href="#">I-20201212-0001</a>	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 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**.

SYARIAH COURT SINGAPORE Dashboard

## 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

ID No.  
No Kad Pengenalan

Other IDs

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

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

Inheritance Certificate Number	Date of Issuance
<input checked="" type="radio"/> 0228/2021	19/03/2021

With this inheritance certificate, you can:

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

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

ID No.  
No Kad Pengenalan

Other IDs

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.:S1265376867867887576A"

Inheritance Certificate Number	Date of Issuance
<input checked="" type="radio"/> 0228/2021	19/03/2021

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](#).

# 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. You 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

Status: Draft

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

A. Reason for New Application 1  
- All fields are mandatory unless otherwise stated.  
- You can save the form as draft copy for future completion  
- [Inheritance User Guide](#) placeholder(PDFXXB)  
13  Complete  Incomplete

B. Lawyer/ MUIS/ Authority 1

C. Deceased Person 1

D. Applicant 1

E. Beneficiaries 1

Reason for new application  
Enter here...  
0 / 2000

14

# 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 – MUIS
  - c) Deceased Person
  - d) Applicant
  - e) 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)**.

Progress bar: 1 Apply for Inheritance Certificate (Active) | 2 Preview | 3 Declare & Submit | 4 Complete

Status: Draft

Vertical Tab:

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

Instructions:

- 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): [Dropdown]

Buttons: Previous: A. Reason for New Application | Next: C. Deceased Person

Buttons: Save as Draft | Preview

15

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

16

Select Category (Pilih Kategori)

Lawyer  
MUIS  
Authority

17

C. Deceased Person  | D. Applicant  | E. Beneficiaries

Select Category (Pilih Kategori): MUIS

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 Pegawai (seperti di Kad Pengenalan): JOHN

Officer's Email Address  
Alamat Emel Pegawai: email@email.com

18

Please upload the Letter of Authorisation

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 # % & \* ; < > ? / [ ]

[X Authorisation.pdf](#)

Type of Document: Letter of Authorisation

Corporate Details

Name of Office (Nama Pejabat): Majlis Ugama Islam Singapura (MUIS)

UEN (No. UEN): T08GB0028L

Corporate Address

Postal Code (Poskod): [Enter Text]

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

B. Lawyer/ MUIS/ Authority

20

Previous: A. Reason for New Application | Next: C. Deceased Person

Buttons: Save as Draft | Preview

# 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

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

25

25

Previous:

Next:

# 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**.

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

C. Potential Beneficiaries

**Add Potential Beneficiary**

PREVIOUS  
B. Applicant

Save as Draft Preview

**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	<a href="#">Majlis Ugama Islam Singapura (MUIS)</a>	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)

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

33

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

34

35

Save As PDF Back to Dashboard

36

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

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

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

ID No.  
No Kad Pengenalan

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

Enter Deceased NRIC/ID No

Search

Cancel

Deceased ID Type  
Jenis Kad Pengenalan

ID No.  
No Kad Pengenalan

SG PINK

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. Estimated time required to complete the form: 20 min	Death Certificate of the Deceased NRIC or Passport No. of the applicant and beneficiaries

Cancel

# Application for New Inheritance Certificate

9

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**.

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

13

12

# 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 1

B. Deceased Person 1

C. Applicant 1

D. Potential  
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)

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 1

B. Deceased Person 1

C. Applicant 1

D. Potential  
Beneficiaries 1

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

Complete Incomplete

Select Category 15  
Pilih Kategori

Lawyer  
MUIS  
Authority

C. Applicant 1

D. Potential  
Beneficiaries 1

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 Pengenalan)

Enter Text

Officer's Email Address  
Alamat Emel Pegawai

Enter Text

17

Please upload the Letter of Authorisation

Drag and drop your document here

Up to a maximum file size of 50MB. File type must be .pdf, .jpeg, .jpg, .png, .doc, .docx. Filename cannot contain invalid characters # % & ' : ; < > ? { }.

Authority Details

Name of Authority  
Nama pihak berkuasa

Enter Text

UEN  
No. UEN

Enter Text

Authority Office Address

Postal Code  
Poskod

Enter Text

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

19

Next: **B. Deceased Person** >

Save as Draft Preview

# Application for New Inheritance Certificate – Deceased Person

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.

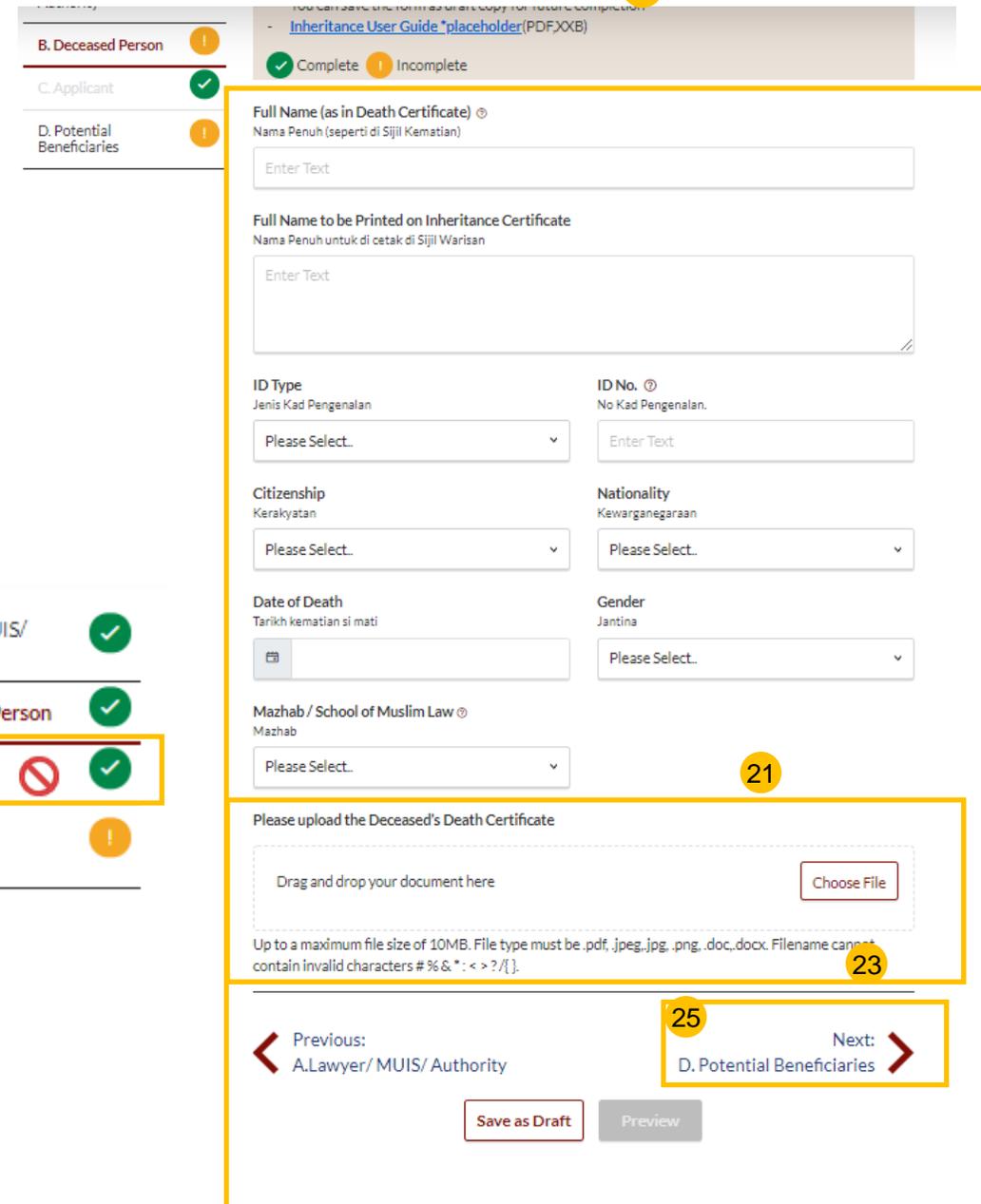
22 Deceased's Death Certificate is a mandatory supporting document. Please attach all necessary documents to avoid delay in processing.

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



24 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 (Incomplete)

C. Applicant (Complete)

D. Potential Beneficiaries (Incomplete)

Full Name (as in Death Certificate) ①  
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. ①  
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 ①  
Mazhab

Please Select.

21

Please upload the Deceased's Death Certificate

Drag and drop your document here

Choose File

23

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 (Complete)

B. Deceased Person (Complete)

C. Applicant (Disabled)

D. Potential Beneficiaries (Incomplete)

25

Previous: A.Lawyer/ MUIS/ Authority

Next: D. Potential Beneficiaries

Save as Draft

Preview

# 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.
1	Son	AZEEM KHAN	SG PINK	54324325T

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

**Add Potential Beneficiary**

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\(PDF,XXB\)](#)

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	<a href="#">AZEEM KHAN</a>	SG PINK	54324325T

**Add Potential Beneficiary**

Previous: D. Potential Beneficiaries

**Preview**

29b

27 **Add Potential Beneficiary**

Relationship with Deceased  
Hubungan dengan si mati

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

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

ID Type  
Jenis ID

ID No. ⓘ  
No. Kad Pengenalan.

**Save**

28

# Application for New Inheritance Certificate – Potential Beneficiaries

- 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 31

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 32



- 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	<a href="#">AZEEM KHAN</a>	SG PINK	S4324325T <span>30</span>

Add Potential Beneficiary

Edit Delete 33

← Previous:  
D. Potential Beneficiaries

Save as Draft Preview 34

# Application for New Inheritance Certificate

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** 35

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

**SYARIAH COURT  
SINGAPORE**

Dashboard

40
v

INHERITANCE E-SERVICES / APPLICATION FOR INHERITANCE CERTIFICATE  

## Application for Inheritance Certificate

Status: Pending Approval

✓  
 Apply for Inheritance Certificate

✓  
 Preview

✓  
 Complete

37  
**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

38

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	<a href="#">I-2021-000195</a>	Pending Approval	15/04/2021	⋮

← Previous:  
B. Applicant

39
Back to Edit
Submit

# Re-apply for New Inheritance Certificate - For Authorities

**(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**.
- 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** link.
- 9 Click on **Continue to Apply for Inheritance Certificate**.

Revision of Inheritance Certificate.' Below the text, there are two buttons: 'Cancel' and 'Continue to Apply for Inheritance Certificate'. The 'Continue to Apply for Inheritance Certificate' button is highlighted with a yellow box."/&gt;

# 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)**.

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

- Step 10:** A yellow box highlights the 'Important Notes' section, which contains five numbered instructions regarding the service's duration, legal requirements, age restrictions, document requirements, and processing time.
- Step 11:** Two checkboxes are shown, both of which are checked, indicating agreement to the Privacy Statement, Terms of Use, and the FAQ on Faraidh.
- Step 12:** Two buttons are visible: 'Back to Dashboard' and 'Agree and Proceed'. The 'Agree and Proceed' button is highlighted with a yellow box.
- Progress Indicator:** A horizontal bar at the top shows four steps: 1. Apply for Inheritance Certificate (active), 2. Preview, 3. Declare & Submit, and 4. Complete. The status is 'Draft'.
- Step 13:** A table on the left lists sections A through E, each with an 'I' icon. Section A, 'Reason for New Application', is highlighted with a yellow box. To its right, a text area contains the prompt 'Reason for new application' and a large text input field with the placeholder 'Enter here...'. A yellow box also highlights the 'Complete' status indicator for section A.
- Step 14:** At the bottom right, a 'Next' button with a right-pointing arrow is highlighted with a yellow box. Below it, the text 'B. Lawyer/ MUIS/ Authority' is visible. Other buttons at the bottom include 'Save as Draft' and '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 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**.

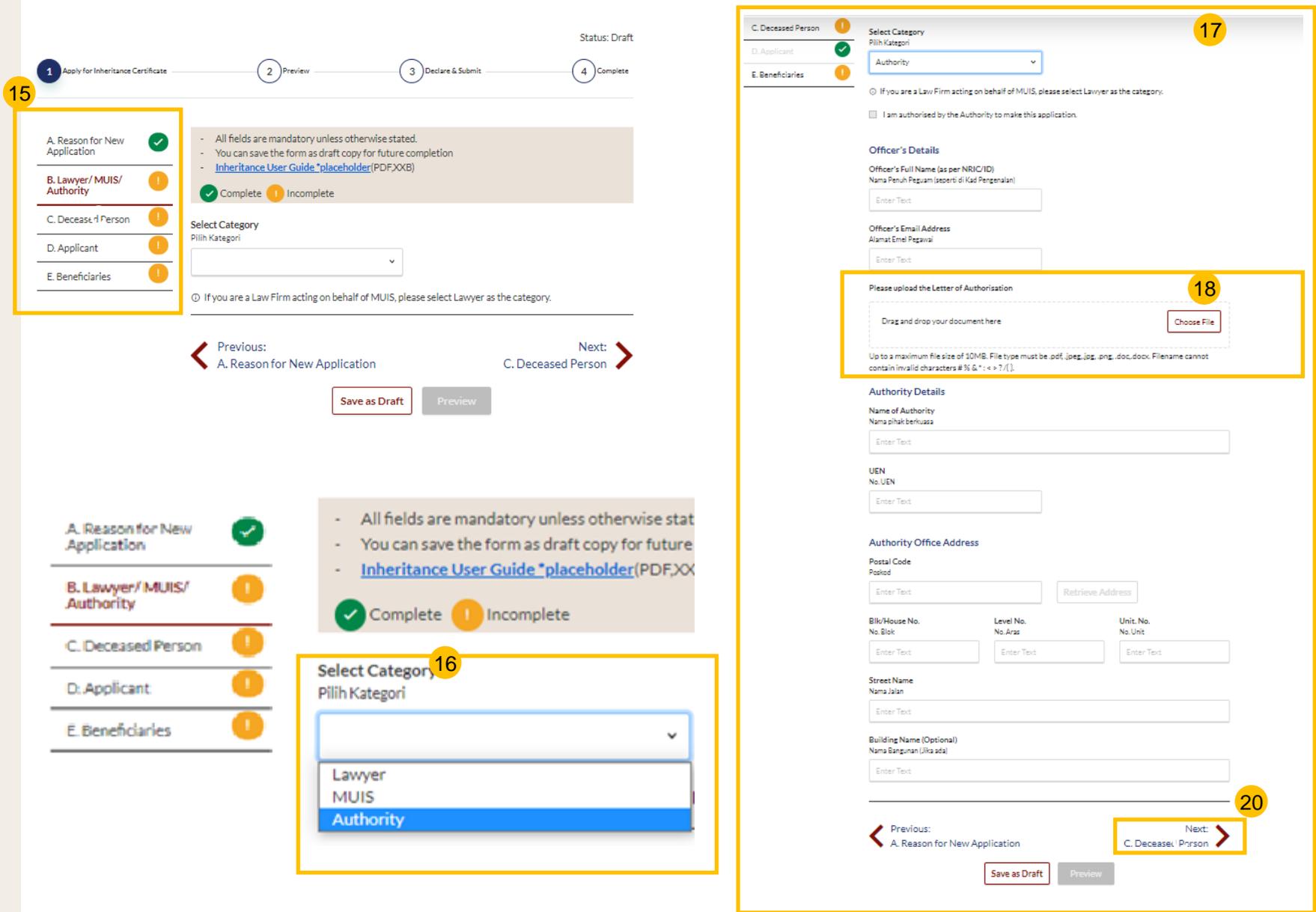
- 17 Upon selecting **Authority**, the page expands and the Authority's particulars form is displayed.

- 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)**.



The screenshot shows the application form with the following callouts:

- 15**: A vertical tab on the left side of the form, with 'B. Lawyer/ MUIS/ Authority' highlighted with a green checkmark and a yellow callout box containing the number 19.
- 16**: A dropdown menu for 'Select Category' with 'Authority' selected.
- 17**: The 'Authority Details' section, which is expanded to show fields for Name of Authority, UEN, and Authority Office Address.
- 18**: A 'Please upload the Letter of Authorisation' section with a 'Choose File' button.
- 19**: A yellow callout box around the green checkmark in the vertical tab for Section B.
- 20**: A yellow callout box around the 'Next: C. Deceased Person' button at the bottom right.



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

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**.

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	Son	AZEEM KHAN	SG PINK	S4324325T

27 Add Potential Beneficiary

30 Edit Delete

34 Previous: D. Potential Beneficiaries Save as Draft Preview

Add Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

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

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

ID Type  
Jenis ID

ID No.   
No. Kad Pengenalan.

29 Cancel Save

Delete Potential Beneficiary: JUNAID RAZAQ

Reason for deleting potential beneficiary

Enter here...

0 / 2000

33 Cancel Save

Edit Potential Beneficiary

Relationship with Deceased  
Hubungan dengan si mati

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

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

ID Type  
Jenis ID

ID No.   
No. Kad Pengenalan.

31 32 Cancel Save

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

- 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	<a href="#">I-2021-000196</a>	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>B. Lawyer/ MUIS/ Authority</b>	!
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 Quick Guide](#) (PDF,3.2MB)

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

# Statutory Declaration

*(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	<a href="#">I-2021-000315</a>	Pending Statutory Declaration	19/04/2021
				<input type="button" value="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

#### Pre-Requisites

- 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 SYNC Officer's remarks (if applicable).
- I have printed and affirmed the Statutory Declaration before a Commissioner for Oaths.
- I have a scanned copy of the affirmed Statutory Declaration.

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

[Back to Dashboard](#)

[Agree and Proceed](#)

# Statutory Declaration

- 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

6 Choose File

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

8 Preview

11 Back to Dashboard

1 Statutory Declaration 2 Preview & Submit 3 Complete

10a Status: Pending Approval

**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

11 Back to Dashboard

Statutory Declaration.pdf

Type of Document

7 Select

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

9 Submit

	Divorce	Inheritance	Others										
Ongoing Application		Create New Application											
Completed Application		<table border="1"><thead><tr><th>Case/ Appointments/ Tasks</th><th>Case ID</th><th>Status</th><th>Date</th><th>Remarks</th></tr></thead><tbody><tr><td>New Inheritance Certificate</td><td>NA</td><td>Draft</td><td>25/03/2021</td><td></td></tr></tbody></table>	Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks	New Inheritance Certificate	NA	Draft	25/03/2021		
Case/ Appointments/ Tasks	Case ID	Status	Date	Remarks									
New Inheritance Certificate	NA	Draft	25/03/2021										

12

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	<a href="#">I-2021-000295</a>	Pending Payment	24/04/2021

Notes: Drafts that are stored for more than 6 months will be automatically de-activated. All edits previously made to the 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

Payment Mode  
Cara Pembayaran  
 PayNow  eNETS / Credit Card

## Payment Methods

8a

Name on Card  
Card Number  
CVV/CVV2  
Expiry Date Month Year  
Email (Optional)

8b

Submit Cancel

1. Please check that the recipient is Ministry of Culture, Community & Youth (UEN: T12GA0001CCCY).  
2. Ensure that your internet banking account is linked to Paynow.  
3. PayNow participating banks: DBS/POSB, UOB, OCBC, Citibank, HSBC, Maybank, Standard Chartered, BOC and ICBC.

Cancel

# Payment for Inheritance Certificate - Successful

- 11 On successful payment, the **Payment Submission Screen** will display:
- Payment Advice Number
  - Bank Transaction Reference number
  - Payment Status
  - Payment Date
  - Your registered email address to which a copy of your submission will be sent.

- 12 After successful payment, navigate to **Completed Application** in your Dashboard to access the Inheritance Certificate.

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

SYARIAH COURT SINGAPORE Dashboard

INHERITANCE E-SERVICES / PAYMENT FOR INHERITANCE CERTIFICATE

## Payment for Inheritance Certificate

Case ID: I-2021-000301 Status: Completed

1 Make Payment 2 Complete

**11** Success!

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

[Back to Dashboard](#)

Divorce **Inheritance** Others

Ongoing Application

[Create New Application](#)

Completed Application

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

**12**

# 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
<input type="radio"/> 0001/2021 Rev1	01/01/2021
<input checked="" type="radio"/> 0001/2021	20/12/2020

6

7 With this inheritance certificate, you can:

8 **Extract of Inheritance Certificate**

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

Estimated time required to complete the form: 20 min

Apply for Revision of Inheritance Certificate

9 **Important Notes**

- Please ensure that there is an existing record for the Inheritance Certificate that you are now applying for.
- 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.
- Users are advised to use the NRIC or Passport No. of the deceased as the Search Key to obtain optimum result.
- This form may take you 20 minutes to fill in.
- 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](#)

11

Status: Draft

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

A. Reason for Extraction 1

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

B. Lawyer/ MUIS/ Authority 1

Complete 1 Incomplete 12

C. Deceased Person 2

D. Applicant 1

Reason for extraction

Enter here...

0 / 2000

13 Next: **B. Lawyer/ MUIS/ Authority** >

# Extract of Inheritance Certificate

- 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 - BeneficiaryHolder](#) (PDF,30KB)

Complete Incomplete

Select Category

Lawyer  
MUIS  
Authority

14

15

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

A. Reason for Extraction Complete Incomplete

B. Lawyer/ MUIS/ Authority Complete Incomplete

C. Deceased Person Complete Incomplete

D. Applicant Incomplete

16

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  
S64546656T

Citizenship  
Kewarganegaraan

Nationality  
AFGHAN

Permanent Resident

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

Mazhab / School of Muslim Law  
Mazhab  
Hanafi

ID No.  
No Kad Pengenalan  
S64546656T

Gender  
Jantina  
Male

17

Previous: B. Lawyer/ MUIS/ Authority

Next: D. Applicant

20

A. Reason for Extraction ✓

B. Lawyer/ MUIS/ Authority ✓

C. Deceased Person ✓

D. Applicant ✓

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 ✓

Reason For Extraction  
Reason For Extraction  
affaw

21

Back to Edit Make Payment

Next: B. Lawyer/ MUIS/ Authority

C. Deceased Person Complete

D. Applicant Incomplete

18

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

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

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

Residential Address  
Location  
Lokasi  
 Local  Overseas

Contact Details  
Handphone  
Telefon bimbit  
Please Select.. Enter Text

Email Address  
Alamat emel  
Enter Text

19

Previous: C. Deceased Person

Save as Draft Preview

**Download Inheritance Certificate**

# Download Inheritance Certificate

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

Dashboard

# Dashboard

- 1 In SYC Portal, the Dashboard has 3 tabs:
  - Divorce
  - Inheritance
  - Others

- 2 In the Inheritance tab, there are 2 sections:
  - Ongoing Applications
  - Completed Applications

- 3 All cases in progress are displayed under **Ongoing Applications** and completed cases are displayed under **Completed Applications**.

- 4 To navigate across the section, click on the vertical tabs.

- 5 For both Ongoing and Completed Applications, the Application Type, Case ID (generated only after submission of application), Status, Due Date and Remarks from the SYC Officer (if any) can be viewed in the Dashboard.

DASHBOARD / DASHBOARD

## DASHBOARD

Assalamualaikum!

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

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

What I need to do... - 0 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
You have no case/appointment in the records				

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

1

4

3b

Ongoing Application

Completed Application

Create New Application

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

5

DASHBOARD / DASHBOARD

## DASHBOARD

Assalamualaikum!

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

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

What I need to do... - 0 items

Category	Case/ Appointments/ Tasks	Case ID	Status	Date
You have no case/appointment in the records				

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

Divorce

Inheritance

Others

Ongoing Application

Completed Application

Create New Application

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

3a

5

**View/Edit Draft Applications**

# View/Edit Draft Applications

1 To save incomplete applications:

Click on **Save as Draft**.

2 To edit draft applications:

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

Click on **Edit**.

**Application for Inheritance Certificate**

Status: Draft

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

A. Reason for New Application Complete

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

B. Deceased Person

C. Applicant

D. Potential Beneficiaries

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 / 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	<span>Edit</span> <span>View</span>
Revision of Inheritance Certificate	NA	Draft	13/04/2021	
New Inheritance Certificate	NA	Draft	13/04/2021	

2b

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

NOTIFICATION

NOTIFICATION

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

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

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

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

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

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

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

Dear Maliha Nisar,

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

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

Thank you.

Syariah Court Singapore

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

Close

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

# View Pending Tasks/What I need to do

- 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	<a href="#">I-2021-000315</a>	Returned As Incomplete	19/04/2021	:

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

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

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

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

3a

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

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

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

4