

CHECK LIST - REPORTING A DECEASED ESTATE

Master of the KwaZulu-Natal High Court, Durban

| DOCUMENTS TO BE COMPLETED | DOCUMENTS TO BRING |
|--|---|
| 1) Death Notice (J294) | 1) Certified copy: ID of Deceased |
| 2) Next-of-kin Affidavit, if no Will (J192) | 2) Certified copy: Death Certificate |
| 3) Affidavit of Care (Completed by Caregiver of minor child) | 3) Original Will & Codicils |
| 4) Inventory (J243) | 4) Certified copy: Marriage Certificate or Divorce Order |
| 5) List of Creditors (Where estate is below R125 000.00) | 5) Certified copy: ID of Applicant & all parties nominating the Applicant |
| 6) Declaration that the estate was not reported to any other offices (Master or Magistrate's Office) Not required for new matters | 6) Certified copy: Birth Certificates of all minors |
| 7) Nominations (if no Will) | 7) Vouchers in respect of: (18(3) estates) Fixed Property Movables Bank Accounts: |
| 8) Undertaking & Acceptance of Master's Direction (Section 18(3) Estates) (J155) | |
| 9) Acceptance of Trust as Executor (J190) (Where estate is above R 125 000.00) | |
| Comments | |
| | |

Assisted By: _____ Date: _____

Signature: _____

CONSULTATIONS AFTER 1.00 PM WILL ONLY BE IN RESPECT OF: URGENT MATTERS, FUNERALS, SERVICE POINTS & MATTERS WHERE PRIOR APPOINTMENTS WERE MADE

Follow this link for the Application for Certified Copies ([JM46](#));
Notice to Creditors ([J193](#)); [Circular 70/2011](#) Payment of Fees Amendment
& [other relevant forms](#) on the Master's website.