

- ★ Compulsory fields      ◆ Optional fields       Please tick
- ➔ **Online application** at [law.com.sg/willsform.htm](http://law.com.sg/willsform.htm)      ➔ **Quote** at [www.law.com.sg/willsquote.htm](http://www.law.com.sg/willsquote.htm)
- ➔ **Terms & Conditions** at [www.law.com.sg/disclaimer.htm](http://www.law.com.sg/disclaimer.htm)

**Offline Will Application by:**

**Post to :** \_\_\_\_\_  **Fax to :** \_\_\_\_\_  **Email to :** \_\_\_\_\_  
**M/s Loh Eben Ong & Partners** (65) 6338 7678 sgwill@law.com.sg  
 112 Middle Road #07-00 (save completed form and email)  
 Midland House **Enquiries:** (65) 6338 1810  
 Singapore 188970

[Sections to Will Offline Form](#)

**Section 1 – Testator’s Particulars (Compulsory)**

**My Particulars (as Testator)**

- 1 Name ★ : \_\_\_\_\_
- Other Name / Alias ◆ : \_\_\_\_\_
- 2 NRIC/UIN No. ◆ : \_\_\_\_\_ [eg. S1234567A]
- 3 Passport No. ◆ : \_\_\_\_\_ [Non-Singapore Citizen]
- 4 Address ★ : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- 5 Date of Birth : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ [ dd / mm / yyyy format ]
- 6 Citizenship ★ : \_\_\_\_\_ [State Country, eg. Singapore, USA]
- 7 Non-Singaporean ◆ :  Singapore PR  Non-Singapore PR
- 8 Domicile ★ : \_\_\_\_\_  
 [Note: Domicile means country in which you intend to make your permanent or ultimate home]
- 9 Occupation ★ : \_\_\_\_\_
- 10 Gender ★ :  Male  Female
- 11 Any Previous Will ★ :  Yes  No
- 12 Religion ★ : \_\_\_\_\_
- 13 Marital Status ★ : \_\_\_\_\_
- 14 Any Children? ★ :  Yes  No
- 15 Language / Dialect ★ :  English  Mandarin  Hokkien

**Section 2 – Appoint of Executor(s) / Trustee(s) (Compulsory)**

**I Appoint the Following Person(s) as Executor(s)/Trustee(s)**

Notes:

- (1) These are the people who will carry out the wishes you express in your Will. You can choose individuals (adults) or trust corporation. You may appoint beneficiary(ies) as Executor(s)/Trustee(s).
- (2) In the event the Executor passes away before you, you may wish to appoint Alternate Executor(s) to replace him/her.

**A Particulars of Executor/Trustee No. 1**

- ★ Name : \_\_\_\_\_  
★ NRIC/Passport No. : \_\_\_\_\_ [eg. S1234567A]  
★ Citizenship : \_\_\_\_\_  
★ Gender :  Male  Female  
★ Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
★ Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- ★ His/Her Role :  Sole Executor  Act Jointly with Executor No. 2

**B Particulars of Executor/Trustee No. 2 (Optional)**

- ◆ Name : \_\_\_\_\_  
◆ NRIC/Passport No. : \_\_\_\_\_  
◆ Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
◆ Gender :  Male  Female  
◆ Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
◆ Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- ◆ His/Her Role :  As Joint Executor  Alternate Executor

**C Particulars of Alternative Executor/Trustee No. 1** [Optional, if any of the executor(s) above does not survive you, you may wish to appoint alternate or replacement executor(s)]

Name : \_\_\_\_\_  
 NRIC/Passport No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**D Particulars of Alternative Executor/Trustee No. 2** (Optional)

Name : \_\_\_\_\_  
 NRIC/Passport No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Section 3 – Guardian(s) of Minor Children (Optional)**

[If No Guardian, please proceed to [Section 4](#)]

**I Appoint the Following Person(s) as Guardian of my Minor Children**

Notes: If you have minor children, you may wish to appoint 1 or 2 persons as Guardian(s) of your children.

**A Particulars of Guardian No. 1**

Name : \_\_\_\_\_  
 NRIC/Passport No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 His/Her Role :  Sole Guardian  Act Jointly with Guardian 2

**B Particulars of Guardian No. 2**

Name : \_\_\_\_\_  
 NRIC/Passport No. : \_\_\_\_\_  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 His/Her Role :  As Joint Guardian  Alternate Guardian

## Section 4 – Specific Gifts, Legacies or Devises (Optional)

[If there is no specific Gift, please proceed to **Section 5**]

### **I Wish to Give the following Specific Gift(s) or Bequest**

Notes: State the details of the gifts (eg. cash, shares, cars, or real estate) that you wish to benefit certain individuals and/or charitable organizations.

#### **A Particulars of Specific Beneficiary No. 1**

Name : \_\_\_\_\_  
 NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  N.A.  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 I wish to give : 1. \_\_\_\_\_  
 [eg. \$10,000 cash, Nissan : 2. \_\_\_\_\_  
 car SAN8888L, Property at : 3. \_\_\_\_\_  
 120 Singapore Road]

#### **B Particulars of Specific Beneficiary No. 2**

Name : \_\_\_\_\_  
 NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  N.A.  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 I wish to give : 1. \_\_\_\_\_  
 : 2. \_\_\_\_\_  
 : 3. \_\_\_\_\_

#### **C Particulars of Specific Beneficiary No. 3**

Name : \_\_\_\_\_  
 NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  N.A.  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 I wish to give : 1. \_\_\_\_\_  
 : 2. \_\_\_\_\_  
 : 3. \_\_\_\_\_

## Section 5 – Residuary Estate or Whole of My Estate (Compulsory)

### **I wish to give the Rest and Residue [after the above gift(s)] **OR** the Whole of my Estate and Effects (in Singapore and Elsewhere) to the following Beneficiary or Beneficiaries**

Notes:

(1) If you do not have specific gifts, you may give your whole estate to certain individuals, etc. Or after giving specific gifts in Section 4, what do you want to do to everything else that you own (this is called "residue").

(2) The value of whatever else you own is arrived at after funeral costs and any expense such as estate duty and the costs of administering your estate have been paid, and after the gifts of money and possession referred to above (if any) have been made.

(3) When deciding who should have the whole of your estate or what is left (after the specific gifts), think in terms of percentages or fractions, making sure that the shares you give add up to 100%, or 1 (for fraction)

#### A **Particulars of Beneficiary No. 1**

★ Name : \_\_\_\_\_

★ NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]

★ Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]

★ Gender :  Male  Female  N.A.

★ Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]

★ Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure

★ Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

★ **Share** : \_\_\_\_\_  
 [state in percentage (eg. 100% or 30%) or fraction (eg. 1/3) or "equal shares"]

◆ If he/she does not survive me, his or her share will be passed on to .... [or other instructions] : \_\_\_\_\_

[Please leave blank if you have no instruction]

**Note:** If the beneficiary dies before you, then the gift to him/her lapses, and therefore, you may wish to consider whether in that event, his/her share will pass on to the other surviving beneficiaries in equal shares or whatever shares; or to his/her legitimate children; or other instructions.

#### B **Particulars of Beneficiary No. 2**

◆ Name : \_\_\_\_\_

◆ NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]

◆ Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]

◆ Gender :  Male  Female  N.A.

◆ Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]

◆ Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure

◆ Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

◆ **Share** : \_\_\_\_\_  
 [state in percentage (eg. 100% or 30%) or fraction (eg. 1/3) or "equal shares"]

◆ If he/she does not survive me, his or her share will be passed on to .... [or other instructions] : \_\_\_\_\_

[Please leave blank if you have no instruction]

**Note:** If the beneficiary dies before you, then the gift to him/her lapses, and therefore, you may wish to consider whether in that event, his/her share will pass on to the other surviving beneficiaries in equal shares or whatever shares; or to his/her legitimate children; or other instructions.

## C Particulars of Beneficiary No. 3

Name : \_\_\_\_\_  
 NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  N.A.  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Share** : \_\_\_\_\_  
 [state in percentage (eg. 100% or 30%) or fraction (eg. 1/3) or "equal shares"]

If he/she does not survive me, his or her share will be passed on to .... [or other instructions] : \_\_\_\_\_

[Please leave blank if you have no instruction]

**Note:** If the beneficiary dies before you, then the gift to him/her lapses, and therefore, you may wish to consider whether in that event, his/her share will pass on to the other surviving beneficiaries in equal shares or whatever shares; or to his/her legitimate children; or other instructions.

## D Particulars of Beneficiary No. 4

Name : \_\_\_\_\_  
 NRIC/PP/Other No. : \_\_\_\_\_ [eg. S1234567A]  
 Citizenship : \_\_\_\_\_ [State Nationality, eg. Singapore, USA]  
 Gender :  Male  Female  N.A.  
 Relationship to You : \_\_\_\_\_ [eg. wife, brother, sister]  
 Is he or she a Minor? (below 21 years old) :  Yes  No  Not Sure  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Share** : \_\_\_\_\_  
 [state in percentage (eg. 100% or 30%) or fraction (eg. 1/3) or "equal shares"]

If he/she does not survive me, his or her share will be passed on to .... [or other instructions] : \_\_\_\_\_

[Please leave blank if you have no instruction]


**Note:** If the beneficiary dies before you, then the gift to him/her lapses, and therefore, you may wish to consider whether in that event, his/her share will pass on to the other surviving beneficiaries in equal shares or whatever shares; or to his/her legitimate children; or other instructions.

## Section 6 – Applicant’s Contact (Compulsory)


### My Contact

★Address : \_\_\_\_\_ ★Tel : \_\_\_\_\_  
(if different from above) \_\_\_\_\_ ◆Fax : \_\_\_\_\_  
\_\_\_\_\_ ★Email : \_\_\_\_\_

## Section 7 – Message (Optional)

Message  : \_\_\_\_\_  
\_\_\_\_\_

## Section 8 – Enclosures (Optional)

Enclosure(s)  :  copy of Identity Card or Passport  
**Note:** we reserve the right  cheque issued to **LOH EBEN ONG & PARTNERS** for **S\$100.00**  
not to process application being deposit (balance on signing)  
without deposit

## Section 9 – Enclosures (Compulsory)

Terms & Conditions ★ :  I agree to your terms & conditions contained in **LAW.com.sg**

## Section 10 – Signature

Signature of Applicant

★Testator

>>> Sign if submitting by Fax or Post  
Name

.....