

.....  
*Simati/Deceased*

Sila penuhkan borang ini dengan **HURUF BESAR** /Please complete this form in **BLOCK LETTERS**

**TO BE FILLED BY IEP [COMPULSORY]**  
**UNTUK DIISI OLEH IEP**

Nombor IEP/  
IEP No. : \_\_\_\_\_

Nama Penuh / Syarikat  
Full Name / Company \_\_\_\_\_

No. utk .dihubungi  
Contact No. Tel. Bimbit  
Handphone \_\_\_\_\_ Faks  
Fax \_\_\_\_\_

Alamat Email  
Email Address \_\_\_\_\_ Rumah  
House \_\_\_\_\_

**A) MAKLUMAT DIRI PEMOHON/PARTICULARS OF APPLICANT**

1 Nama Pemohon  
Name of Applicant \_\_\_\_\_

2 No. K/P Baru  
New NRIC No. \_\_\_\_\_ 3 Umur  
Age \_\_\_\_\_

No. K/P Lama  
Old NRIC No. \_\_\_\_\_ 4 Jantina  
Sex Lelaki  
Male \_\_\_\_\_ Perempuan  
Female \_\_\_\_\_

5 Tarikh Lahir  
Date of Birth \_\_\_\_\_ 6 Agama  
Religion \_\_\_\_\_

7 Alamat Surat Menyurat  
Correspondence Address  
\_\_\_\_\_

8 No. utk. dihubungi  
Contact No. Rumah  
House \_\_\_\_\_ Pejabat  
Office \_\_\_\_\_

Bimbit  
Handphone \_\_\_\_\_ Alamat Email  
Email Address \_\_\_\_\_

9 Hubungan Persaudaraan Dengan  
Simati/Relationship with deceased \_\_\_\_\_ Suami/  
Husband \_\_\_\_\_ Isteri/  
Wife \_\_\_\_\_ Bapa/  
Father \_\_\_\_\_

\_\_\_\_\_ Ibu/  
Mother \_\_\_\_\_ Anak  
Child \_\_\_\_\_ Lain-Lain/  
Other.....

## B) MAKLUMAT DIRI SIMATI/PARTICULARS OF DECEASED

Nama Penuh/  
Full Name

No. KP/ Baru/ Lama/ Jantina/ Lelaki/ Perempuan/  
NRIC No. New Old Sex Male Female

Tarikh Meninggal Dunia/ Sebab Kematian/ Biasa/ Natural/ Kemalangan/  
Date of Death Cause Of Death Causes Accident

Tempat Kematian/ Wasiat/ Ada/ Tiada/  
Place Of Death Will Yes No

Taraf Perkahwinan/ Berkahwin/ Bujang/ Duda/Janda/  
Marital Status Married Single Divorcee

Warganegara/ Malaysia/ Lain-Lain/  
Citizenship Malaysian Others .....

Bangsa/Race Melayu/ Cina/ India/ Lain-lain/  
Malay Chinese Indian Other

## C) SENARAI HARTA SIMATI/LISTS OF DECEASED'S ASSETS

### i. Harta Tak Alih di Malaysia/Immovable Assets in Malaysia

Bil. No.	Jenis dan No.Hakmilik Type and Ownership No.	No.Lot Lot No.	Mukim Mukim	Daerah District	Bahagian Share	Anggaran Nilai Estimated Value


**ii. Harta Tak Alih di Luar Negara/Immovable Assets Overseas**

Bil. No.	Alamat Harta <i>Address of property</i>	Anggaran Nilai <i>Estimated Value</i>	Maklumat lain <i>Other Particulars</i>

**iii. Harta Alih di Malaysia/Movable Assets In Malaysia**

<i>Bil. No.</i>	<i>Jenis Harta Type of Assets</i>	<i>No. Akaun/Ahli/dll Account/Membership No./etc</i>	<i>Anggaran Nilai/Amaun Estimated Value Amount</i>

**iv. Harta Alih di Luar Negara/Movable Assets Overseas**

Bil. No.	Jenis Harta <i>Type of Assets</i>	No. Akaun/Ahli/dll <i>Account/Membership No./etc</i>	Anggaran Nilai/Amaun <i>Estimated Value Amount</i>

**D) SENARAI TANGGUNGAN-TANGGUNGAN SIMATI  
LIST OF LIABILITIES OF DECEASED**

Bil No.	Jenis Hutang <i>Liability</i>	Amaun <i>Amount</i>	Nama dan Alamat Sipiutang <i>Creditor's Name &amp; Address</i>
1	Perbelanjaan Pengebumian <i>Funeral Expenses</i>		
2	Tuntutan Fidyah Puasa Simati <i>Penalty for unperformed obligatory fasting</i>		
3	Hutang Zakat Fitrah <i>Unpaid Alms at the end of each fasting month</i>		
4	Hutang Zakat Harta <i>Unpaid Alms over properties</i>		
5	Hutang Zakat Pendapatan <i>Unpaid Alms on income</i>		
6	Nazar <i>Unfulfilled vows</i>		
7	Kaffarah <i>Expiating Obligation</i>		
8	Hutang Haji & Umrah <i>Unperformed Pilgrimage</i>		
9	Cukai Pendapatan <i>Income tax</i>		

**E) MAKLUMAT PENJAGA (Jika ada waris yang kurang upaya, tidak waras atau di bawah umur)**  
**PARTICULARS OF GUARDIAN (Applicable only if beneficiaries are physically disabled, mentally unsound or minors)**

Nama Penuh/Full Name							
No. KP/ NRIC No.		Baru/ New		Lama Old			
Alamat/ Address							
No. Tel./ Tel. No.		Rumah / Home		Pejaba t/ Office		Tel. Bimbit/ Mobile	
Hubungan Persaudaraan Dengan Waris/ Relationship With beneficiary	<input type="checkbox"/>	Bapa Father	<input type="checkbox"/>	Datuk Grand Father	<input type="checkbox"/>	Ibu Mother	<input type="checkbox"/> Lain-lain Others .....

**F) MAKLUMAT BENEFISIARI SIMATI/PARTICULARS OF BENEFICIARIES**

Bil No	Nama Name	Umur Age	No. K.P NRIC No.										Hubungan. Persaudaraan Relationship	Alamat Address	

Saya mengesahkan bahawa tiada petisyen Surat Kuasa mentadbir ke atas nama simati dipohon di mana-mana mahkamah samada di Malaysia atau Luar Negara

*I confirm that no petition for Letters of Administration in respect of the above-named deceased has been filed in any court, whether in Malaysia or abroad.*

.....  
Tanda tangan Pemohon/  
*Signature of Applicant*

Tarikh : .....  
*Date*

.....

SAMBUNGAN DARIPADA SEKSYEN/ *CONTINUATION FROM SECTION*

A    B    C    D    E    F



**DOCUMENTS TO BE ATTACHED WITH APPLICATION**  
**DOKUMEN YANG DIPERLUKAN UNTUK PERMOHONAN**

REQUIRED / DIPERLUKAN	RECEIVED / DITERIMA
1	Original Death Certificate (If none, please submit a sealed Order of Presumption Of Death) <i>Salinan asal Sijil Kematian (Jika tiada, sila serahkan Perintah Andaian Kematian termeterai)</i>
2	2 photocopies of identity card of each beneficiary / birth certificate (for minor) <i>2 salinan kad pengenalan setiap benefisiari / sijil kelahiran (untuk kanak-kanak)</i>
3	2 photocopies of Death Certificate or Presumption of Death Order of beneficiaries who died prior to or after the death of the deceased <i>2 salinan Sijil Kematian atau Perintah Andaian Kematian benefisiari yang meninggal sebelum atau selepas kematian pewasiat.</i>
4	Photocopy of Marriage Registration Certificate, Divorce Certificate/Order or Decree Absolute. A declaration by an authorized office, proving the marriage / divorce. <i>Salinan Sijil Pendaftaran Perkahwinan, Sijil Penceraian/Perintah atau Dekri Mutlak. Deklarasi dari pejabat yang berkuasa, mengesahkan perkahwinan / penceraian.</i>
5	If the deceased was single, please submit a statutory declaration by a person who knew the deceased (non beneficiary) to confirm on the deceased's marital status. <i>Jika simati masih bujang, sila serahkan deklarasi yang ditetapkan oleh orang yang mengenali simati (bukan benefisiari) untuk memastikan status perkahwinan simati.</i>
6	A statutory declaration from a person who knew the deceased (non beneficiary) confirming the deceased's status as the only child. <i>Deklarasi yang ditetapkan oleh orang yang mengenali simati (bukan benefisiari) untuk memastikan status simati adalah anak tunggal.</i>
7	2 photocopies of Land Titles or the official search extract from the Land Office and latest land assessment and quit rent receipts. <i>2 salinan hakmilik tanah atau carian rasmi daripada Pejabat tanah dan cukai pintu dan cukai tanah yang terkini.</i>
8	Saving Account Passbook / Current Account Statement / Original receipts or fixed Deposits. <i>Buku Akaun Simpanan / Penyata Akaun / Salinan asal resit atau Deposit Tetap.</i>
9	The duplicate or copy of insurance policy / correspondence from the insurance company. <i>Pendua atau salinan insurans polisi / surat daripada syarikat insurans.</i>
10	Share certificates (original and 2 photocopies). CDS Account Statement. <i>Sijil Saham (salinan asal dan 2 salinan fotokopi). Penyata Akaun CDS.</i>
11	Photocopies of Vehicle Registration Card. Please submit together, a Vehicle Valuation Certificate from any PWD office or Puspakom or AAM or any motor shop. <i>Salinan Kad Pendaftaran Kenderaan. Sila serahkan bersama, Sijil Taksiran Kenderaan dari pejabat PWD atau Puspakom atau AAM atau mana-mana kedai motor.</i>
12	Tabung Haji, EPF, Co-operative Society or ASN/ASB account number or membership number and a copy of the account statement (if available) <i>Nombor akaun Tabung Haji, EPF, Persatuan kerjasama atau ASN/ASB atau nombor keahlian dan salinan penyata akaun (jika ada)</i>
13	A photocopy of firearms or vessel/boat license. <i>Salinan lesen senjata atau kapal /lesen bot.</i>
14	Information from employer or ex-employer regarding particulars of the deceased and the status of the deceased's salary, bonus or debts, if any. <i>Maklumat tentang majikan atau majikan dahulu mengikut keterangan simati dan status gaji simati, bonus atau hutang-hutang, jika ada.</i>
15	Income tax reference number. <i>Nombor rujukan cukai pendapatan</i>

16	A photocopy of documents pertaining to the deceased's debts and credits; e.g. agreement, bank loans / credit card statements e.t.c. <i>Salinan dokumen termasuk hutang-hutang simati dan kredit; cth. Perjanjian, pinjaman bank /penyata kad kredit dsb.</i>	
17	Processing fee of RM4000.00 way of cash, cheque, PO/MO or bank Draft in the name of "as-Salihin Trustee Berhad", according to types of assets: <i>Yuran pemprosesan sebanyak RM4000.00 cek, PO/MO atau draf bank dengan nama "as-Salihin Trustee Berhad"</i>	
18	Other/Lain-lain..... ..... .....	

Documents submitted by:  
Dokumen diserahkan oleh:

.....

[Name & NRIC No.]  
[Nama & No. KP.]  
Date/Tarikh:

Documents checked and received by:  
Dokumen diterima dan diperiksa oleh:

.....

[Name & Designation]  
[Nama & Jawatan]  
Date/Tarikh:

.....  
Tandatangan Pemohon  
*Signature of Applicant*