



# Ronald Dowlath

ATTORNEYS-AT-LAW, NOTARY PUBLIC  
& PRIVY COUNCIL AGENTS

*Dedication, commitment and excellence.*

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## PROBATE

### **Procedure for Obtaining a Grant of Probate:**

1. Obtain an original copy of the death certificate of the testator;
2. The original Will;
3. A list of the testator's assets and the corresponding values;
4. 2 forms of ID for Executor/Executrix; and
5. The name, address and occupation of the attesting witness to the Will who shall swear the affidavit of due execution of the Will.

Those documents must then be sent to your Attorney at Law with instructions to prepare the application for the Grant of Probate. If all is in order then the application will be prepared by your Attorney at Law for filing.

It may only be filed at the Probate Division of the Registry of the High Court after a search has been applied for by your Attorney at Law and conducted by the Registry to determine whether it has notice of any other wills of the testator or any other application for grants of letters of administration or grants of Probate.

Once returned and no other wills are found or preceding application made, the application may be filed and the grant of probate obtained in at least twelve weeks once there are no queries by the Registry.

[Continue...]



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## **Procedure for Obtaining a Grant of Letters of Administration:**

**i.e.** Where a person dies intestate or leaving no valid will.

1. The next of kin of the deceased must be determined and proof of same obtained; e.g. such as original copies of a marriage certificate, paternity order or birth certificate;
2. 2 forms of ID for next of kin;
3. Obtain an original copy of the death certificate of the deceased; and
4. A list of the testator's assets and the corresponding values.

Those documents must then be sent to Attorneys with instructions to prepare the application for the Grant of Letters of Administration. If all is in order then the application will be prepared by the Attorneys for filing.

It may only be filed at the Probate Division of the Registry of the High Court after the search is conducted.

Once returned and no other wills are found or previous applications made the application may be filed and the Grant of Letters of Administration obtained in at least 16 weeks, once there are no queries by the Registry.