



# *Pincus Matz*

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ATTORNEYS

## Wills & Estates

We understand that a will is an integral part of your financial planning; that your wishes must be legally enforceable and that your estate must be administered in a way that reduces the burden on your beneficiaries.

We therefore aim to

- prepare a will that achieves your goals and is in line with your estate plan; and
- complete the estates administration process efficiently and speedily.

SERIOUS ABOUT LAW - PASSIONATE ABOUT PEOPLE

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# 5 Stages of the Administration of Estates Process

# 1

Approx 6 - 10 weeks

- Consult with family. Consider will and collect all relevant documentation and information
- Report the estate to the Master of the High Court and apply for Letters of Executorship
- Send preliminary letters to financial institutions and SARS

# 2

Approx 6 - 10 weeks

- Receive of Letters of Executorship
- Advertise for creditors (in newspaper and Government Gazette)
- Open Estate banking account
- Obtain valuations and balance certificates

# 3

Approx 6 - 10 weeks

- Collate assets and pay liabilities
- Consult with heirs - method of liquidation / redistribution
- Draft Liquidation and Distribution Account
- Submit final tax return to SARS

# 4

Approx 6 - 10 weeks

- Liaise with Master - query sheet Liquidation and Distribution Account
- File Estate Duty Return
- Advertise Liquidation and Distribution Account
- Deal with possible objections

# 5

Approx 6 - 10 weeks

- Finalise tax and estate duty
- Distribute Assets
- Transfer immovable property
- Provide final account to heirs
- Attend to Master's final requirements