



MOTOR VEHICLES
INSURANCE LTD

CHECKLIST 3.7

DECEASED MOTOR VEHICLE OWNER

Customers **MUST** present the following documents/ requirements:

1. Original CTP Insurance and Registration Certificate (*signed at the back by the registered owner*).
2. Letter of Administration (*from the Court*) or a letter from the Public Curator for Next of Kin must be provided.
4. Death Certificate.
5. Statutory Declaration forms from (*both parties*).
6. Valid ID copy, front and back, from new owner (*any form of ID but not personal ID*).
7. Valid Safety Sticker (*must have a six (6) months validity period*).

VEHICLE MUST BE BROUGHT IN FOR INSPECTION

OFFICIAL USE ONLY

- | | |
|--|--|
| <ul style="list-style-type: none"> ▪ Inspection Officer inspects motor vehicle at MVIL car park. ▪ Inspection Officer completes Inspection Form with correct vehicle information. ▪ Inspection Officer completes Form 7 with correct vehicle information. ▪ Inspection Officer writes amount payable on Form 7. ▪ Customer signs Form 7 and Inspection Officer signs as witness. | <ul style="list-style-type: none"> ▪ Inspection Officer refers customer to Inspection Station to put safety sticker. ▪ Customer pays at cashier. ▪ Collection Officer issues documents to customer. ▪ Collection Officer attaches Form 7 together with copies of documents and yellow copy of the insurance certificate. ▪ Filing Officer files the papers in the filling room by Registration plate number. |
|--|--|

Inspection Officer:

Signature:

Date:

Manager/ TL:

Signature:

Date:

