

CHIEF'S BENEFICIARIES' LETTER



To whom it may concern;

Dear Sir/Madam,

Part A The details of the deceased

Name:

Surname

Middle Name

First Name

Sex:

Male

Female

Other

Death Certificate No. _____

Date of death:

D	D	M	M	Y	Y	Y	Y

Date of burial:

D	D	M	M	Y	Y	Y	Y

Place of burial: County

Sub-county

Ward

Village

Last residence: County

Sub-County

Ward

Village

The deceased left behind: A written will

An oral will

No will

Part B Spouse (s)

Name of Spouse (s)	Alive (Yes/No)	ID Number	Year of Marriage/ Cohabitation	Place of Residence	Any supporting documents

Part C Children

Name	Alive (Yes/No)	ID Number	Age	Sex	Number of living children

Part D Parents of the Deceased

Name of father (Dead or alive)
Name of mother (Dead or alive)
Any other details

Part E Other Dependants

Name	Alive (Yes/No)	ID Number	Age	Relationship with deceased	

Part F Assets

LIST OF DECEASED ASSETS (House, Land, Shares, Money, e.t.c)

Asset/Property	Location	Estimated Value (Kshs)

Part G Liabilities

LIST OF DECEASED LIABILITIES (Loans, Debt, Rent Arrears e.t.c)

Liabilities	Estimated Value (Kshs)

Part H **Remarks**