


Fiduciary Services



Estate duties of an executor



Know which duties reside with your executor and which don't, so we can help ensure your affairs are treated with the proper care.

I About us

At Sanlam, we believe that an inheritance is about more than money. To us it's about leaving your legacy and having the peace of mind that those you leave behind will be provided for. That's why we treat your affairs with the proper care and the respect it deserves. It's what makes us Wealthsmiths™.

What duties do not reside with an executor?

While we dedicate ourselves to ensuring that your loved ones are taken care of, there are a number of arrangements and commitments that do not reside with the executor of your estate. They are:

- ① Funeral arrangements
An appointed executor can only act in an official capacity once he or has been appointed by the Master of the High Court. These appointments take quite a few weeks, and can only take place once the estate has been fully lodged with the Master.

Funeral arrangements are the family's affair. If the appointed executor does make these arrangements, he or she will do so in a personal capacity. Funeral costs, however, can be claimed against the estate.
- ① Medical and pension funds
Generally, the proceeds from pension and other similar funds, including group life assurance, do not form part of the assets in the estate. It's up to the surviving dependant to apply for the continuation, or new membership, of the deceased's pension and medical funds. The executor will have separate correspondence

with, among others, the pension and medical funds concerning income tax and other matters related to the estate.

People also name beneficiaries on their policies so that proceeds can be paid directly to them. The executor is not involved in these cases, and no fees are levied. The executor only gets details for estate duty and other purposes.

- ① Municipal and other services
The family/interested party/spouse is responsible for the continuation of municipal and other services that were used and paid for by the deceased. In most cases, the applicant has to complete and sign application forms.
- ① Short-term insurance
Although it is not part of an executor's duties, he or she can attend to short-term insurance. This insurance can be continued, or new insurance can be taken out. Premiums are payable annually in advance, and it is important to have access to sufficient funds for the prompt payment of these premiums.

It is recommended that the beneficiary of an insurable asset immediately incorporates it into his/her personal insurance. Alternatively, the beneficiary should confirm, in writing, that he or she does not want to continue the insurance.
- ① Firearm licences
The executor will not be able to register a firearm, or renew an existing licence.



Share the responsibilities

It is of the utmost importance that the parties concerned find out from the executor or his/her agent, who must do what. It is also important that they do not take on any duties of the executor. This does not result in any saving, and can in fact cause confusion and duplication.

Even though some duties may not be the executor's, he or she or his/her agent, will provide good and reliable advice, and in some cases even free assistance if requested, for example in the case of widows and elderly people.

Your estate in capable hands

Our skilled and experienced team prides itself on finalising the administration of each individual estate quickly and successfully. We follow a continuous control process, which includes internal and external audits, to ensure that you leave a legacy with peace of mind.



Contact details

Sanlam Fiduciary Services Estate Administration Centres:

Pretoria

Tel: 012 470 0111
Fax: 012 470 0812

Port Elizabeth

Tel: 041 392 5474
Fax: 041 392 5180

Bellville

Tel: 021 947 6399
Fax: 021 947 6398

Durban

Tel: 031 300 0844
Fax: 031 300 0600

Email: sanlamtrust@sanlam.co.za