



Date : _____

Dear Sir/Madam,

ESTATE OF _____

We refer to your letter dated _____ on the above, the documents listed below are required prior to any dealings for the transmission.

They are:

- (1) 2 copies of the death Certificate.(Originals should be brought for sighting)
- (2) 2 copies of the Letters of Administration/Probate.(Originals should be brought for sighting)
- (3) 2 copies of the will where applicable or a Certificate of additional assets obtained from the probate division of a High Court if the Letter of Administration does not indicate that the deceased acquired shares in any company.
- (4) All original share certificates and dividend warrants still in your possession.
- (5) Original bankers confirmation of signature (s) of the Administrator (s) by his/her with the Administrator(s) Passport Photographs (duly authenticated by Bankers). Two authorized officials of the Bank who signed should indicate their names and page numbers on the bank's signature book
- (6) Means of identification.
- (7) Newspaper publication or Gazette.
- (8) Cost of Legal search as applicable:-
 - (i) If issued by Lagos and western areas - ₦ 10,000
 - (ii) If Issued by other States - ₦ 20,000

Thank you.

For: **Apel Capital & Trust Limited(Registrars)**

A: 18b, Nnobi Street, Masha Surulere, Lagos state.

T: 07046126698. 08128225828

W: www.apel.com.ng, **E:** info@apel.com.ng

Tick as applicable	
EQUITY ASSURANCE	
MTI PLC	
LASACO ASSURANCE	
NCR PLC	
PHARMADEKO PLC	
UML PLC	
PARAMOUNT EQUITY	
NIGERIA GLOBAL	
ABACUS	
MBA	
INDO UNIT	
LEAD UNIT TRUST	
MAITAMA AMUSEMENT	
INTERLINKED	
THE INITIATIVES	
ANINO INT'L	