



Member information guide



Estate of the late memberships

When an individual passes away, their assets and liabilities are known as their estate. An estate might include property, valuables, real estate, cars, shares, investments, superannuation, and life insurance policies.

An Executor or Administrator is responsible for administering an estate and carrying out the final wishes of the deceased in accordance with their Last Will and Testament (Will). The Executor will be named in the deceased's Will, or alternatively the Supreme Court may appoint Executor(s) or Administrator(s) by issuing a Grant of Probate or Letters of Administration. If multiple Executors or Administrators are appointed, they must all sign together to operate the accounts.

What do I need to open a membership for an estate?

To set up a membership and accounts for an estate, you will need to provide original or original certified copies of the following documents:



Step 1 – Prepare your documents

An original or certified copy of the death certificate along with either a Grant of Probate or Letters of Administration issued by the Supreme Court, or an original or certified copy of the Last Will and Testament of the deceased.



Step 2 – Attend a branch

All Executors or Administrators must attend a branch with the required documents and primary photo identification. Alternatively you can post certified copies of the documentation to: PO Box 8609 Perth BC 6849



Step 3 – Complete a request form

Complete and sign a non personal membership application form and finalise the membership.