



ROCKWILLS TRUSTEE BERHAD
EXECUTOR APPOINTMENT & PREPAID FORM
PRIVATE & CONFIDENTIAL (v. Apr2023)

Please fill using BLOCK LETTERS / 请以英文大写字母填写
Please mark X where relevant / 请在适当的格子内填写 X

“RWT” - Rockwills Trustee Berhad
“REP” - Rockwills Estate Planner

PREPAID SERIAL NO.
(FOR RWT OFFICE USE ONLY)

TO BE FILLED BY REP (Compulsory)

乐委资产规划专员/特许经营人填写(必需填写)

Full Name / Company
姓名/公司

Franchise Code
特许经营号码

Email address
电邮地址

H/P
手机

SECTION 1: RWT APPOINTMENT AS EXECUTOR & TRUSTEE

第一项: 委任执行人或信托人

1) **RWT Appointment Ranking:**
委任乐委信托机构的排榜

 Sole
唯一

 1st Substitute
第一替代

 2nd Substitute
第二替代

 3rd Substitute
第三替代

If RWT is the Sole or 1st Substitute Executor & Trustee, we recommend Prepaid to be purchased to hedge against rising costs and to enjoy up to 30% discount of the estate administration fee as well as various other benefits 若乐委信托机构是唯一或第一替代执行人，我们建议您购买 预付配套以享有固定的遗产管理收费率并获取10%至30%的遗产管理费折扣及其他优惠。

2) **Appointment Status:**
委任状况

 1st time Appointment / 首次委任- 征收-
RM120

 Reappointment – Free
重新委任-免费

3) **Prepaid type:**
预付配套类型

 Gold (RM2,000)
黄金段位

 Silver (RM1,200)
白银段位

* For Prepaid, if RWT is the Sole or 1st Substitute Executor & Trustee RM120 appointment fee is waived 预付配套 签约者若委任乐委信托机构为唯一或第一替代执行人，该 RM120 委任执行人收费将被豁免。

SECTION 2: CLIENT'S PERSONAL DETAILS (Compulsory)

第二项: 客户个人资料 (必需填写)

1) Full name
姓名

2) NRIC/Passport No.
身份证号码/护照号码

3) Date of birth
出生日期

4) Residential Address:
住宅地址

5) Correspondence Address (if different from above)
书信地址 (如有不同)

6) Contact Details
联系资料

House/ Office
住家/公司

H/P
手机

Private email address
私人电子邮箱

7) Sex:
性别

 Male
男

 Female
女

8) Race
种族

9) Citizenship:
公民身份

10) Religion
宗教



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- 11) Marital Status 婚姻状况 Single 未婚 Married 已婚 Divorced 离婚 Widowed 丧偶
- 12) Send correspondence to: 请把我的所有书信来往发送至 Client's correspondence address / 我的书信地址; **OR** 或者 the REP 专业缮写遗嘱专人
- 13) Delivery of Prepaid Identification Card 收取预付配套 证件
To Client by Courier to: 以快递邮寄至客户: Correspondence Address 书信地址 **OR** 或者 Residential Address 住宅地址
OR /或者
To REP 专业缮写遗嘱专人 By Courier 以快递邮寄 **OR** 或者 Collection by Hand 以亲手收取
OR /或者
 Other, please specify 其他, 请列明:

ROCKWILLS TRUSTEE BERHAD ANNUAL ADMINISTRATION FEES 乐委信托机构年度遗产管理费

(A) ANNUAL ESTATE ADMINISTRATION FEES / 年度遗产管理费

GROSS ESTATE VALUE ¹ / 遗产总值 ¹	CHARGEABLE RATE OF FEES/ 收费率
• For the first RM1 million: 首一百万令吉	1.5% subject to a minimum RM5,000 p.a. 每年 1.5% (每年最低收费 RM5,000)
• For the next RM9 million: 接下来的九百万令吉	0.9% p.a. / 每年 0.9%
• For the next RM20 million: 接下来的两千万令吉	0.5% p.a. / 每年 0.5%
• Amount in excess of RM30,000,000 三千万令吉以上	0.25% p.a. / 每年 0.25%

¹**Gross Estate Value:** includes both movable and immovable assets. It is the total value of a person's assets before liabilities (such as debts and taxes) are deducted / 遗产总值: 包括动产与不动产, 但并不扣除其它债务数额。

The Estate Administration fees are charged upon extraction of Grant of Probate

备注: 遗产管理费将在获得高庭的遗嘱认证书后开始收费。

(B) ANNUAL TRUST ADMINISTRATION FEES – TESTAMENTARY TRUST / 年度信托管理费 - 遗嘱信托

i) MOVABLE ASSETS / 动产	
• For the first RM1 million: 首一百万令吉	0.75% (subject to a minimum of RM2,000 p.a.) (最少年度收费 RM2000)
• For the next RM9 million: 接下来的九百万令吉	0.5%
• Above RM10 million: 一千万令吉以上	0.25%
ii) IMMOVABLE ASSETS (INCOME BEARING) 不动产 (附有收入)	Rental income - chargeable under (i) 租金收入 - 根据(i)收费
1% (of market value of the property) or RM6,000 per title/lot, whichever is lower / 1% (物业的市场价值)或最贵每地契/单位 RM6,000	
iii) IMMOVABLE ASSETS (NON-INCOME BEARING) / 不动产 (无附收入)	
RM2,000 per title/lot / 最贵每地契/单位 RM2,000	

NOTE: All fees quoted above do not include service tax, stamp duty, expenses, disbursements and/or other third party fees including but not limited to: 注意: 以上的收费并不包括消费税, 印花税, 开支, 支出费用和/或其它第三者收费例如:

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> (i) legal fees and disbursements / 律师费与支出费用, (ii) fund manager fees / 基金管理费用, (iii) property agent/brokerage fees/commission / 地产经纪/经纪费用/佣金 (iv) tax agent fees / 税务经纪费 (v) accounting fees / 会计费用 | } | <p>This is <u>not</u> an exhaustive list of all out-of-pocket expenses that may be incurred during administration
此表并不代表一切的收费, 同时也包括其它遗产管理中的额外出。</p> |
|--|---|--|



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PREPAID BENEFITS – SUMMARY / PREPAID 优惠-总结		
Features 特征	Prepaid Gold 黄金预付配套	Prepaid Silver 白银预付配套
1) Executor Appointment Fee 遗嘱执行人委任费	Waived when RWT is appointed as the sole executor or first substitute executor (provided Prepaid is subscribed within 90 days from the date of the Will) 只有在乐委信托机构作为唯一的遗产执行人或第一替代执行人的情况下才可免除 (前提是预付配套是在遗嘱撰写后的 90 天内签购的)	
2) Discount rate for Annual Estate Administration Fee 年度遗产管理费折扣率	<ul style="list-style-type: none"> 15% discount when the Gross Estate Value is from RM500,000 to RM10 million; or RM50 万 – RM1,000 万的资产总值可享有 15%的折扣; 或 20% discount when the Gross Estate Value is above RM10 million to RM50 million; or RM1,000 万 – RM5,000 万的资产总值可享有 20%的折扣; 或 30% discount when the Gross Estate Value is above RM50 million 超过 RM5,000 万的资产总值可享有 30%的折扣 	
3) A discount of RM2,000 or sum equivalent to the amount paid as subscription fee (whichever is lower) on the 1st Year Estate Administration Fee, if the 1st year estate administration fee is at least RM10,000. 倘若首年所收取的遗产管理费介于最低收费 RM10,000 或以上, 首年遗产管理费将享有价值高达 RM2,000 或与客户所支付的订阅费同等价值 (以较低者为准) 的额外折扣。	Yes 有	No 无
4) Period of Fixed Estate Administration Rates 固定遗产管理费率的期限	Perpetual 永久	
5) Enjoy lowest Estate Administration Fee at date of signing up against the date of death 对比配套签署时的费率与死亡时的费率选择最低的遗产管理费率	Yes 有	
6) Discount rate for Annual Trust Administration Fees subject to a min of RM1,600 (inclusive of testamentary trusts) 达到最低金额RM1,600时享有年度信托管理费折扣率 (包括遗嘱信托)	20%	15%
7) Enjoy discount on Trust set up fees* 设立信托时享有折扣	10%	No 无
8) Period of Fixed Annual Trust Administration Rates 固定年度信托管理费率的期限	No 无	
9) Transferable 转让	Yes, chargeable with a RM100 transfer fee 享有低至RM100的转让费便可转让于其他人	

* Does not apply to deeds for revocation, supplemental deeds, power of attorney, Estate Admin Trust and Buy-Sell Trust.

不适用于撤销的信托协议, 填补信托文件, 授权书, 遗产管理信托及生意买卖信托。

ILLUSTRATION ON CALCULATIONS OF ESTATE ADMINISTRATION FEE

插图的遗产管理费计算

EXAMPLE 1

例子 1

Assets 物业	Value 价值
Bank Accounts 银行账户	RM50,000
Motor Vehicle 车辆	RM30,000
Listed Shares 上市股票	RM20,000
House 房产	RM150,000
Gross Estate Value 遗产总值	RM250,000

Gross Estate Value 遗产总值	Annual Estate Administration Fees 年度遗产管理费		Calculation 计算
RM250,000	First RM1 million: 首一百万令吉	1.5% p.a. (minimum RM5,000) 每年 1.5% (最低收费 RM5,000)	RM250,000 x 1.5% = RM3,750
ESTATE ADMINISTRATION FEE 遗产管理费			RM5,000

EXAMPLE 2

例子 2

Assets 物业	Value 价值
Bank Accounts 银行账户	RM600,000.00
Motor Vehicle 车辆	RM100,000.00
Listed Shares 上市股票	RM200,000.00
House 房产	RM2,100,000.00
Gross Estate Value 遗产总值	RM3,000,000.00

Gross Estate Value 遗产总值	Annual Estate Administration Fees 年度遗产管理费	Calculation 计算
RM3,000,000	First RM1 million: 首一百万令吉	1.5% p.a. (minimum RM5,000) 每年 1.5% (最低收费 RM5,000)
	Next RM9 million: 接下来的九百万令吉	0.9% p.a. / 每年 0.9%
ESTATE ADMINISTRATION FEE 遗产管理费		RM33,000

Estate Administration Fee 遗产管理费 RM33,000

Less 扣除:

15% estate administration fee discount (Prepaid Gold) 15%的遗产管理费折扣 (黄金预付配套) (RM4,950)

RM2,000 additional discount (for the 1st Year exceeding RM10,000) 额外折扣 RM2,000 (首年超过 RM10,000) (RM2,000)

Net Estate Administration Fee 折扣之后的遗产管理费 **RM26,050**

SECTION 3 – TERMS & CONDITIONS

第三项: 条件与条款

I hereby agree that in appointing Rockwills Trustee Berhad (RWT) to provide me with the services indicated above, the following terms and conditions shall apply:

我在此同意委任乐委信托机构 (RWT) 以提供以上所注明的服务, 以下的条款和条规将被录用:

1. Processing Fee: 进程收费	The processing fee of Ringgit Malaysia One Hundred Twenty only (RM120.00) and shall be non-refundable unless Rockwills Trustee Berhad (RWT) declines to accept this appointment within thirty (30) days from the date hereof. 该RM120.00的进程收费将不被退还,除非乐委信托机构在该表格日期的三十天内拒绝受委任为执行人。
2. Scale of Fees: 收费率	RWT shall be entitled to deduct from the funds of the estate and/or trust, its fees and disbursements calculated in accordance with its published Scale of Fees as at the date of execution of the Will and it shall be final and conclusive, unless it is subject to the terms and conditions of the Estate Administration Services Package (Prepaid) RWT有权扣除遗产和/或信托内的资金, 该收费及支出费用将根据遗嘱执行时所宣布的收费表计算, 但此收费将受限于Prepaid的条款与条规, 此收费将被视为最终及具决定性的。
3. Indemnity 保障	RWT shall be entitled to full and complete indemnity against the estate and/or trust funds in respect of all actions, proceedings, claims, costs and expenses whatsoever made against or incurred by it arising out of or in connection with the administration by RWT, unless it is due to the negligence or wilful omission or fraud by RWT. RWT shall be entitled in its sole discretion to defend any such actions, proceedings or claims without seeking any further consent from anyone. RWT may at its absolute discretion employ agents, solicitors, accountants, tax agents or any other persons of its choice to carry out any duty or transact any business in connection with the administration of the estate and/or trust and shall be allowed to pay all charges and disbursements incurred thereto from the funds of either the estate and/or the trust. 除非是RWT的疏忽、故意遗漏或欺诈, RWT将有权享有完全与完整的保障对于此遗产和/或信托基金一切的法律诉讼, 程序, 申索, 费用和开销。RWT 拥有单独的自由裁量权来决定抗辩一切诉讼, 程序或申索。RWT 也拥有自由裁量权以聘用代理人, 律师, 会计师, 税务代理人或其他相关专业人士以履行职责或处理任何遗产管理中的业务和/或信托上的业务。此外, RWT有权运用遗产和/或信托中的资金来支付所有有关履行职责或处理业务上的收费和费用。
4. Business in estate: 遗产中的生意业务	Where the estate includes a business or businesses, RWT may at its absolute discretion appoint someone to carry on the business and may sell or dispose the same upon terms and conditions which it deems fair, unless specific arrangements have been made by the Testator in his/her Will for the continuation of the business by a nominee(s). 若遗产内有包含生意业务, RWT有完全的自由裁量权及根据适当的条款与条规以委任适当的人选来经营, 变卖或处置此生意业务, 除非立遗嘱者在遗嘱内有特别安排其继承人来开拓此生意业务。
5. Notification: 通知	It is my responsibility to ensure that RWT is informed of my demise. 我有责任确保RWT将被通知关于我的辞世。



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6. Interpretation 注释	The Terms and Conditions herein shall be governed by the Laws of Malaysia. The interpretation and application of all terms and conditions pertaining to the administration of the estate and/or trust by RWT including but not limited to the calculation and other matters with regard to the payment of its fees shall be final and conclusive. 在此的条款和条规是受到马来西亚法律的监管与限制。一切有关RWT的遗产管理和/或信托条款和条规的注释将被视为最终和具决定性的，但这并不包括计算与支付有关收费。
7. Disclaimer 卸责声明	RWT shall not be liable for any failure or delay in performing its obligations where such failure or delay arises directly or indirectly from circumstances beyond its reasonable control. Such events shall include but not limited to any incomplete Prepaid forms such as omission to mark the relevant Prepaid column, no signature of the client or witness, non-submission of original Prepaid forms and including cases where failure to complete the Prepaid registration are affected by such events. RWT 将不会为其控制范围以外的事故而负上任何责任，这包括但不限于填写不完整的 Prepaid 表格；例如遗漏填写相关格子，签约者或证人没有签署表格，没有呈交正本的 Prepaid 表格；当中也包括其他因素而影响 Prepaid 配套的注册。

I have read, understood and agreed to the terms and conditions as mentioned above.
 我已阅读,明白并同意以上条款及条件

Client's Signature (托管人签署)	Date/日期	Witness' Signature (见证人签署)	Date /日期
Name /姓名		Name /姓名	
NRIC No 身份证号码		NRIC No 身份证号码	
		Address 地址	

SECTION 4 – PAYMENT (COMPULSORY) **第四项：付款方式 (必须填写)**

TO BE FILLED BY REP

1) Enclosed the amount of (RM) for Executor appointment /委任执行人收费 RM120
 附上数额

Prepaid Gold RM2,000
 Prepaid Silver RM1,200

2) Amount above is paid by: (Rockwills Corporation Sdn Bhd is the collection agent for companies in the Rockwills Group)

[] Credit card payments –
 Please email the acknowledgement of payment to e-service@rockwills.com

[] Bank deposit/transfer details: **Public Bank 3139185835 or CIMB 800-2325-790**
 Account name: ROCKWILLS CORPORATION SDN BHD (Please provide proof of transfer/deposit)

[] Cheque – payable to **ROCKWILLS CORPORATION SDN BHD**
 Cheque No: _____ Bank & Branch: _____

For RWT Office Use Only:

Receipt No.	
Payment Amount Acknowledged	RM <input style="width: 100px;" type="text"/>

