

To,
THE MAHARASHTRA EXECUTOR
& TRUSTEE CO. PVT. LTD.,
C/O BANK OF MAHARASHTRA,
HEAD OFFICE:-568,
KESARIWADA,
NARAYAN PETH, PUNE-411030

Date	
Advocate's Name	
Advocate's Mobile No.	
Lead No.	

**Sub : INFORMATION REQUIRED FOR
PREPARATION OF WILL.**

Dear Sir,

I wish to prepare WILL in respect of my property. I give below the information required for preparation of the same.

- 1] Full Name : _____
- 2] Address : _____

- 3] Tel. No. (Res./Mob.) : _____ Off. _____
- 4] Last WILL / Codicil : _____
- 5] Date of Birth : _____
- 6] Education : _____ Place : _____
- 7] Occupation : _____

- 8] Married to : _____
- 9] Near Relatives :

Sr. No.	Name	Age	Relation	Address
1.	_____			
2.	_____			
3.	_____			
4.	_____			
5.	_____			
6.	_____			

10] Properties :

IMMOVEABLE :

Self acquired : _____

Inherited : _____

(Zerox copies of Title Deeds, e.g. Sale Deed / Gift Deed / Partition Deed, City Survey Extract, 7/12 Extract, Municipal Corporation Tax Receipt be submitted).

MOVEABLE :

- A separate sheet giving all details of moveable property is enclosed.

11] How the properties are acquired :

12] Income Tax Details : (copy of latest Tax Return, Name of Tax Consultant through whom returns are filed).

13] Plan for distribution of properties : (Use separate sheet of paper4 for details. Try to put your detailed guidelines as to distribution of your properties).

14] Name, age & address of the Executor :

Please find enclosed a cheque No. _____ dated _____ for Rs. _____ drawn in favour of THE MAHARASHTRA EXECUTOR & TRUSTEE CO. PVT. LTD., being your drafting and consultation charges so also initial Trust Fund and other preliminary expenses. Please send me the receipt for the same along with the draft of Trust WILL in **ENGLISH / MARATHI**.

Thanking you,

Yours faithfully,

(_____)

FOR OFFICE USE ONLY

Receipt No. _____

For Rs. _____

Date : _____