



## Checklist for Estate Transfers

The following tables summarize the estate support documents and signatures required for a variety of estate vehicle transactions. In addition to these estate documents, the support documents needed to transfer the ownership of a BC-registered vehicle or to register an imported vehicle are also required (i.e. OOP vehicle registration, Certificate of Title, Form 1, bill of sale, Transfer/Tax Form, BC vehicle registration, etc.).

If your customer is unfamiliar with the estate process, they may want to speak with a lawyer for advice.

**A surviving spouse may be eligible to transfer the number plates. A valid marriage certificate or notarized MV1486 is required.**

PNP plates may not be retained, however the surviving spouse may apply for the slogan. If the number plates on an estate vehicle were issued in conjunction with a conditional licence, the surviving spouse must qualify independently with that licence in order to transfer the number plate. A surviving spouse may alternatively be eligible to retain the number plate, as a keepsake. A valid marriage certificate or notarized MV1486 is required.

### 1. B.C. registered estate vehicles

Transfer of Vehicle Ownership from	Transfer to	Valid Will or Intestate, Estate Value	Estate Support Documents Required Must be original or certified copy unless stated otherwise	Authorized to Sign on Behalf of the Deceased/Estate
Deceased and one or more joint owners	Surviving owner(s) <sup>1</sup>	Valid Will or intestate Estate over or under \$25,000	• Death Certificate	• Surviving owner(s)
• Deceased, one owner	• "Estate of" deceased	Valid Will Estate under \$25,000	• Death Certificate and Will	• Executor(s) named in the Will
Or	Or	Valid Will Estate over \$25,000	• Death Certificate and Will, or • Death Certificate and Grant of Probate	• Executor(s) named in the Will, or • Person(s) or company(ies) named in the Grant of Probate
• Deceased and one or more tenant(s) in common <sup>2</sup>	• "Estate of" deceased and surviving tenant(s) in common <sup>2</sup>	Intestate (no valid Will) Estate under \$25,000	• Death Certificate, and • Original, notarized Estate Declaration \$25,000 and Under (MV1476)	• Individual who completed the MV1476
		Intestate (no valid Will) Estate over \$25,000	• Grant of Administration, or • Original Letter of Undertaking from the Public Guardian and Trustee (PGT) when the PGT is administering the estate.	• Person(s) or company(ies) named in the Grant of Administration, or • Anyone who has signing authority for the PGT
• Deceased or "Estate of", one owner	• Beneficiary(ies) or Purchaser(s)	Valid Will Estate under \$25,000	• Death Certificate, and • Will	• Executor(s) named in the Will
Or	Or	Valid Will Estate over \$25,000	• Grant of Probate and Will, or • Original Letter of Undertaking from a lawyer, and Death Certificate, and Will	• Person(s) or company(ies) named in the Grant of Probate or Letter of Undertaking
• Deceased or "Estate of" and one or more tenant(s) in common <sup>2</sup>	• Beneficiary(ies) or Purchaser(s) and surviving tenant(s) in common <sup>2</sup>	Intestate (no valid Will) Estate under \$25,000	• Death Certificate, and • Original, notarized Estate Declaration \$25,000 and Under (MV1476)	• Individual who completed the MV1476
		Intestate (no valid Will) Estate over \$25,000	• Grant of Administration, or • Original Letter of Undertaking from the Public Guardian and Trustee (PGT) when the PGT is administering the estate.	• Person(s) or company(ies) named in the Grant of Administration, or • Anyone who has signing authority for the PGT
Registered Indian ordinarily resident on a reserve <b>Exception:</b> If jointly owned, refer to joint ownership requirements above.	"Estate of" deceased or Beneficiary(ies) or Purchaser(s)	Valid Will Estate over or under \$25,000	• Original Approval of Will (C8) and Will, or • Original Approval of Will and Appointment of Administrator with Will Annexed (C9) and Will	• Executor(s) named in the C8, or • Administrator(s) named in the C9
		Intestate (no valid Will) Estate over or under \$25,000	• Original Appointment of Administrator (C10)	• Administrator(s) named in the C10

Transfer of Vehicle Ownership from	Transfer to	Valid Will or Intestate, Estate Value	Estate Support Documents Required Must be original or certified copy unless stated otherwise	Authorized to Sign on Behalf of the Deceased/Estate
Jointly leased vehicle (deceased and surviving spouse are co-lessees)	Lessor and surviving spouse (lessee)	Vehicles jointly leased by spouses do not form part of either spouse's (lessee's) estate. These vehicles remain registered in the name of the lessor. A new plate and lease agreement is required for surviving spouses in this situation. Do not process these transactions as estate transfers.		
Company	Beneficiary(ies) or Purchaser(s)	Company vehicles do not form part of an estate, even if the deceased owned the company. These vehicles remain registered in the name of the company until sold by the company. Do not process these transactions as estate transfers.		

## 2. New registration of out-of-province estate vehicle

Ask your customer to verify that all of the vehicle's home jurisdiction's estate requirements have been met.

Refer to *Autoplan Procedures* for further information.

New Registration of	Register in BC to	Valid Will or Intestate, Estate Value	Estate Support Documents Required Must be original or certified copy unless stated otherwise	Authorized to Sign on Behalf of the Deceased/Estate
Out of province estate vehicle	Beneficiary or Purchaser	Valid Will Estate over or under \$25,000	<ul style="list-style-type: none"> <li>• Death Certificate, and</li> <li>• Will, and</li> <li>• Grant of Probate or equivalent documentation from the previous jurisdiction, naming the executor or administrator of the estate</li> </ul>	<ul style="list-style-type: none"> <li>• Executor named in the Will, or</li> <li>• Person(s) or company(ies) named in the Grant of Probate or equivalent documentation</li> </ul>
		Intestate (no valid Will) Estate over or under \$25,000	<ul style="list-style-type: none"> <li>• Death Certificate, and</li> <li>• Letter from the lawyer handling the estate, stating: <ul style="list-style-type: none"> <li>- the name of the person responsible for transferring the assets of the estate</li> <li>- the name of the beneficiary or other individual to whom the vehicle is being transferred</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Administrator named in the lawyer's letter</li> </ul>

<sup>1</sup> Jointly owned vehicles must be transferred into the name of the surviving owner(s) before the vehicle can be transferred into the name of a third party.

<sup>2</sup> Multiple owners of vehicles are recorded as "tenants in common" only if they specifically elect to do so when registering the vehicle. If the Vehicle Registration (APV250) presented by the applicant does not state that the owners are "tenants in common" the vehicle must be treated according to the rules for joint owners. Refer to *Autoplan Procedures* for further information.

Note: Estate representatives that do not have all the required support documentation to transfer or register an estate vehicle may be eligible to purchase coverage under an APV345. They must have the original or certified copy of the death certificate and the current vehicle registration.