

Compliance Documentation Checklist

Mandatory Documents Needed

The following requirements are necessary to claim assets from accounts of deceased persons. The requested documents must contain the "Apostille" of the Ministry of Foreign Affairs of your jurisdiction of residence to be processed. The "Apostille" of the Ministry of Foreign Affairs is required by the laws of the Commonwealth of Puerto Rico and the Federal Regulations of the United States:

Type of Account:

Customer Name / Company Name:

Deceased Clients:

SN	Documents Required	Checklist
1	Declaration of Succession or Declaration of Heirs	<input type="checkbox"/>
2	Death Certificate	<input type="checkbox"/>
3	Will (if any)	<input type="checkbox"/>
4	Birth Certificate of Heir/s	<input type="checkbox"/>
5	Identification of Heirs	<input type="checkbox"/>
6	Marriage Certificate (if applicable)	<input type="checkbox"/>

If the accounts at the time of the client's death had a balance greater than \$15,000.00 (fifteen thousand US dollars), the following additional documentation may need to be submitted to the Puerto Rico Treasury Department:

SN	Documents Required	Checklist
1	Estate Tax Return of Non-resident or United States Citizen Resident of Puerto Rico Form	<input type="checkbox"/>