



Government Gazette

OF

WESTERN AUSTRALIA

(Published by Authority at 3.30 p.m.)

No. 60]

PERTH: TUESDAY, 7th AUGUST

[1973

Crown Law Department,
Perth, 31st July, 1973.

THE undermentioned Rules made under the provisions of the Administration Act, 1903, and amended from time to time up to and including the 18th June, 1973, are reprinted as so amended pursuant to the Reprinting of Regulations Act, 1954, by authority of the Attorney General.

R. M. CHRISTIE,
Under Secretary for Law.

ADMINISTRATION ACT, 1903.

NON-CONTENTIOUS PROBATE RULES, 1967.

Published in the *Government Gazette* on the 11th September, 1967, and incorporating the amendments thereto published in the *Government Gazette* on the 18th December, 1970; 20th October, 1972; 23rd February, 1973 and 30th March, 1973; and reprinted pursuant to the Reprinting of Regulations Act, 1954.

Reprinted pursuant to the Reprinting of Regulations Act, 1954, by authority of the Attorney General, dated 31st July, 1973.

ADMINISTRATION ACT, 1903.

NON-CONTENTIOUS PROBATE RULES, 1967.

Citation and commencement.

1. These rules may be cited as the Non-contentious Probate Rules, 1967, and shall come into operation at the expiration of one month after publication in the *Government Gazette*.

Interpretation.

2. (1) In these rules, unless the contrary intention appears—
- “grant” means a grant of probate or administration, or an order to administer made under section 10 or section 12 of the Public Trustee Act, 1941;
- “Master” means the Master of the Supreme Court appointed under the provisions of the Supreme Court Act, 1935, and includes a duly appointed acting or Deputy Master;
- “rule” means one of these rules;
- “the Act” means the Administration Act, 1903;
- “the Registry” means the Probate Office of the Supreme Court;
- “the Wills Act, 1837”, means the Imperial Act 7 Will. IV and I Vict. c. 26 as adopted by 2 Vict. No. 1; and

words and expressions defined in section 3 of the Act and used in these rules have the same respective meanings as in the Act.

(2) A form referred to by number means the form so numbered in the schedule to these rules; and those forms shall be used wherever applicable, with such variations as the Master may in any particular case direct or approve.

Application of Supreme Court Rules and prior practice.
Rule 3 amended by G.G. 20/10/72, p. 4159.

3. (1) The Rules of the Supreme Court, 1971, and the general practice of the Court including the course of practice and procedure in Chambers apply, so far as may be practicable, to proceedings to which these rules relate, but only to the extent that the Act or these rules do not otherwise provide.

(2) Where no other provision is made, the practice and procedure heretofore in force shall continue to apply.

(3) All proceedings to which these rules relate shall be intitled “In the Supreme Court of Western Australia” “Probate Jurisdiction”.

Jurisdiction of the Master.
Rule 4 amended by G.G. 20/10/72, p. 4159.

4. (1) The Master may exercise the powers of a Judge in Chambers in and about the granting of probate and administration, and in and about the granting to the Public Trustee of orders to administer the estates of deceased persons, and may transact all such business and exercise all such powers and authorities in respect of voluntary or non-contentious probate jurisdiction as under the Act, the Supreme Court Act, 1935, the Public Trustee Act, 1941, the

Rules of the Supreme Court, 1971, or these rules, may be transacted or exercised by a Judge in Chambers, except in respect of the following proceedings and matters, that is to say:—

- (a) subject to the provisions of subrules 1 and 2 of rule 35, applications and orders under section 29 of the Act;
- (b) applications and orders under section 30 and section 31 of the Act; and
- (c) applications under section 64 of the Act to remove caveats.

(2) Nothing in these rules derogates from or limits the jurisdiction or powers of the Master referred to in section 5 of the Act, or conferred on him by Order 60 of the Rules of the Supreme Court, 1971.

(3) The Master may require an application made to him to be brought by summons, and may require an application made to him, whether by summons or otherwise, to be brought before a Judge by summons or before the Court on motion.

(4) Without prejudice to the provisions of subrule (3) of this rule, where a matter appears to the Master proper for the determination of a Judge, the Master may refer it to a Judge, and the Judge may either dispose of the matter or refer it back to the Master with such directions as he may think fit.

5. (1) A person aggrieved by an order, decision or requirement of the Master may appeal therefrom to a Judge in Chambers.

Appeal from
the Master.

(2) An appeal shall be by notice in writing to attend before the Judge and shall be filed in the Registry within five days after the order, decision or requirement complained of, or within such further time as may be allowed by a Judge or the Master.

(3) A notice of appeal shall be served on every person, other than the appellant, who appeared or was represented before the Master.

(4) Where a notice of appeal is required to be served, there shall be at least two clear days between service of the notice and the day of hearing.

6. (1) An application for a grant may be made on motion *ex parte* to the Master in Chambers at any time after fourteen days from the death of the deceased; and all papers in support thereof shall be filed in the Registry.

Probate and
administra-
tion
generally.
Rule 6
amended by
G.G. 20/10/72.
p. 4159.

(2) An application for a grant may be made through a solicitor, or in person by an executor or a person entitled to administration.

(3) An applicant for a first grant shall produce a certificate of the death of the deceased, or give a reason, to the satisfaction of the Master, why it is not produced.

(4) Subrule (3) of this rule does not require a certificate of the death of the deceased to be produced where the Public Trustee applies for an order to administer under paragraph (f) of subsection (1) of section 10 of the Public Trustee Act, 1941.

7. (1) A person wishing to obtain a grant without the intervention of a solicitor, shall apply in person, and not by letter or through an agent.

Personal
applications.

(2) An application that has in the first instance been made through a solicitor will not be entertained as a personal application without the leave of a Judge or the Master.

(3) Where a caveat has been lodged, or where, in the opinion of the Master, it becomes necessary in the course of a personal application to obtain the directions of the Court, the application shall not be further proceeded with as a personal application except by leave of a Judge or the Master.

(4) No legal advice, except such information as is referred to in subsection (1) of section 56 of the Act, shall be given to a personal applicant by an officer of the Registry or by a district agent.

Affidavit of executor or administrator with the will.
Rule 8 amended by G.G. 18/12/70, p. 3815; G.G. 20/10/72, p.4159.

8. An application for probate or for letters of administration with the will annexed shall be supported by an affidavit (accompanied by the will and any other instrument of a testamentary nature) setting forth—

- (i) that the applicant (if a natural person) has attained the age of eighteen years;
- (ii) the death of the testator, and the date and place of his death;
- (iii) that the testator has left a will, the date thereof, that the will is unrevoked, whether there is any codicil thereto, and that any codicil sought to be proved is unrevoked;
- (iv) that the testator did not marry after the time of execution of the will, and had then attained—
 - (a) the age of twenty-one years, where his death occurred before the first day of July, 1970, or
 - (b) the age of eighteen years, where his death occurred on or after that date;
- (v) the names of the executor and of the subscribing witnesses to the will and the true place of abode (if reasonably ascertainable) of each of them at the time the affidavit is sworn;
- (vi) that the testator left estate within Western Australia;
- (vii) that the applicant, if given a grant, will administer the estate according to law;
- (viii) that no application for probate or administration in the matter has previously been made, or if there has been a previous application, the full particulars thereof; and
- (ix) in the case of an application for letters of administration with the will, the reason why the executor (if any) does not apply and the capacity in which the applicant claims to be entitled, and also, where the applicant is a natural person, the gross value of the estate in Western Australia.

Administrator's affidavit.
Rule 9 amended by G.G. 18/12/70, p. 3815; G.G. 20/10/72, p. 4159; G.G. 30/3/73, p. 818.

9. An application for letters of administration shall be supported by an affidavit setting forth—

- (i) that the applicant (if a natural person) has attained the age of eighteen years;
- (ii) the death of the intestate and the date and place of his death and the status of the intestate, that is whether leaving a widow or widower, or dying a bachelor, widower, spinster,

- widow, or divorced person and (if the intestate was married) whether a decree of judicial separation was in force between the intestate and his spouse;
- (iii) that the deceased died intestate;
 - (iv) that the applicant has made careful search and inquiry to ascertain whether there is a will;
 - (v) that the intestate left estate within Western Australia, and, where the applicant is a natural person, the gross value thereof;
 - (vi) that the applicant is the widower, widow, or next of kin of the intestate (or as the case may be), and the names of any person or persons having a right to the administration prior to or equal with himself;
 - (vii) the names, addresses and ages of the persons entitled in distribution to the estate of the intestate, and whether the deceased had adopted any child;
 - (viii) particulars of any person known to the applicant who is or claims to be an illegitimate child of the intestate or who claims to be entitled in distribution through any such person;
 - (ix) that the applicant if given a grant will administer the estate according to law; and
 - (ix) that no application for probate or administration in the matter has previously been made, or if there has been a previous application, the full particulars thereof.

9A. (1) An application by the Public Trustee for an order to administer the estate of a deceased person dying testate shall be supported by an affidavit setting forth:—

- (a) the information required by paragraphs (ii), (iii), (iv), (v), (vi), and (viii) of rule 8; and
- (b) the grounds on which the application is based.

(2) An application by the Public Trustee for an order to administer the estate of a deceased person dying intestate shall be supported by an affidavit setting forth:—

- (a) the information required by paragraphs (ii), (iii), (iv), (v), (viii) and (ix) of rule 9;
- (b) particulars of the next of kin and of any surviving spouse so far as they are known to the Public Trustee; and
- (c) the grounds on which the application is based.

(3) An order under section 10 of the Public Trustee Act, 1941, to administer the estate of a deceased person shall reserve to the Court the right to grant probate or administration to any person who shall apply therefor and who might have obtained a grant if the order had not been made.

(4) Where an order to administer the estate of a deceased person has been granted to the Public Trustee, a person who applies for probate of the will or administration of the estate of the deceased shall give at least seven days' notice in writing to the Public Trustee of the intended application.

Orders to
administer.
Cf. O.76,
R.S.C. 1909.
Rule 9A
added by
G.G. 20/10/72,
p. 4160.

(5) An application to the Court under section 12 of the Public Trustee Act, 1941, other than an application by the Public Trustee, shall be made by summons supported by an affidavit of the facts relied on; and copies of the summons and affidavit shall be served upon the Public Trustee at least two clear days before the return day.

Inquiries to be answered before grant issues.
Rule 10 amended by G.G. 20/10/72, p. 4160.

10. (1) The Master shall not allow a grant to issue until all inquiries that he may see fit to make have been answered to his satisfaction.

(2) Where the omission is deemed to be of no consequence the Master may dispense with full compliance with the requirements of rule 8, rule 9 or 9A.

(3) The Master may require proof of the identity of the deceased or of the applicant beyond that contained in the applicant's affidavit.

Grant in additional name.

11. Where it is necessary to describe the deceased in a grant by some name in addition to his true name, the applicant shall depose to the true name of the deceased, and shall also depose that some part of the estate, specifying it, was held in the other name, or as to any other reason that there may be for the inclusion of the other name in the grant.

Marking of will.
Rule 12 amended by G.G. 20/10/72, p. 4160.

12. (1) A will sought to be proved shall be marked by the signatures of the applicant and the person before whom his affidavit is sworn, and shall be exhibited to any affidavit that may be required under these rules as to the validity, terms, condition or date of execution of the will.

(2) Where the Master is satisfied that compliance with this rule might result in the loss of the will, he may allow a photographic copy of the will to be marked or exhibited in lieu of the original document.

(3) The signatures referred to in subrule (1) of this rule and any necessary exhibit note shall be endorsed on the cover of the will or on such other place where the signatures and exhibit note will not appear in any photographic reproduction of the will.

Invalid will to be produced.

13. A document of a testamentary character purporting to be of the deceased, if alleged to be invalid for any reason other than revocation, shall be brought into the Registry with the application, unless production is dispensed with by order of the Master.

Address for service.
Rule 14 amended by G.G. 20/10/72, p. 4160.

14. An application for a grant shall contain a notice of an address for service within twenty miles of the General Post Office at Perth or of the office of the district agent, as the case may be; and service at that address is sufficient service of any notification, summons, or other proceeding under the Act.

Evidence as to due execution of will.

15. (1) Where a will contains no attestation clause or the attestation clause is insufficient or where it appears to him that there is some doubt concerning the due execution of the will, the Master shall, before admitting it to proof, require an affidavit as to due execution from one or more of the attesting witnesses or, if no attesting witness is conveniently available, from any other person who was present at the time the will was executed.

(2) An affidavit of due execution shall be in accordance with Form 1 with such variations as the circumstances may require.

(3) Where an affidavit cannot be obtained in accordance with sub-rule (1) of this rule, the Master may, having regard to the desirability of protecting the interests of any person who may be prejudiced by the will, accept evidence on affidavit from such person as he may think fit to show that the signature on the will is in the handwriting of the deceased, or of any other matter that may raise a presumption in favour of the due execution of the will.

(4) Where the Master, after considering the evidence—

- (a) is satisfied that the will was not duly executed, he shall refuse the application and shall mark the will accordingly;
- (b) is in doubt whether the will was duly executed, he may refer the matter to the Court on motion.

16. Before admitting to proof a will that appears to have been signed by a blind or illiterate testator or by another person by direction of the testator, or which for any other reason gives rise to doubt as to the testator having had knowledge of the contents of the will at the time of its execution, the Master shall satisfy himself that the testator had such knowledge.

Execution of will of blind or illiterate testator.

17. (1) Where there appears in a will any obliteration, interlineation, or other alteration that is not authenticated in the manner prescribed by section 21 of the Wills Act, 1837, or section 10 of the Wills Act, 1970 (whichever is applicable), or by the re-execution of the will or by the execution of a codicil, the Master shall require evidence to show whether the alteration was present at the time the will was executed, and shall give directions as to the form in which the will is to be proved.

Evidence as to terms, condition and date of execution of will.
Rule 17 amended by G.G. 20/10/72, p. 4160.

(2) Subrule (1) of this rule does not apply to an alteration that appears to the Master to be of no practical importance.

(3) Where from a mark on a will it appears to the Master that some other document has been attached to the will, or where a will contains a reference to another document in such terms as to suggest that it ought to be incorporated in the will, the Master may require the document to be produced and may call for evidence in regard to the attachment or incorporation of the document.

(4) Where there is doubt as to the date on which a will was executed, the Master may require such evidence as may be necessary to establish the date.

(5) Where a sheet of a will is not signed by the testator and by the attesting witnesses, affidavit evidence shall be adduced establishing that the sheet formed part of the will as executed by the testator, unless in any particular case this requirement is dispensed with by order of the Master.

18. Any appearance of attempted revocation of a will by burning, tearing or otherwise, and every other circumstance leading to a presumption of revocation by the testator, shall be accounted for to the satisfaction of the Master.

Attempted revocation of will.

Affidavit as to due execution, terms, etc., of will.

19. The Master may require an affidavit from such person as he may think fit for the purpose of satisfying himself as to any of the matters referred to in rules 16, 17 and 18; and in any such affidavit sworn by an attesting witness or other person present at the time of the execution of a will the deponent shall depose to the manner in which the will was executed.

Will not proved under s. 9 of Wills Act, 1837. .
E.g. Act No. 24 of 1964.
Rule 20 amended by G.G. 20/10/72, p. 4160.

20. Nothing in rules 15, 16, 17 or 18 applies to any will that it is sought to establish otherwise than by reference to section 9 of the Wills Act, 1837, as explained by Act 18 Vict. No. 13 or section 8 of the Wills Act, 1970; but the terms and validity of any such will shall be established to the satisfaction of the Master.

Privileged Wills.
Rule 21 substituted by G.G. 20/10/72, p. 4161.

21. Where it appears to the Master that there is a *prima facie* evidence that the will is one to which either of the following provisions apply, namely, section II of the Wills Act, 1837, as amended by the Wills (Soldiers, Sailors and Airmen) Act, 1941, or Part VI of the Wills Act, 1970, the will may be admitted to proof where the Master is satisfied that the will was signed by the testator or, if unsigned, that it is in the testator's handwriting.

Notice of application for administration to be given to next of kin and spouse.
Rule 22 amended by G.G. 20/10/72, p. 4161; G.G. 23/2/73, p.531.

22. (1) Where administration is applied for by one or some only of the persons entitled to administration other than the Public Trustee, there being another or other next of kin equally entitled thereto, or a widower or widow of the deceased, within the jurisdiction, their consent duly verified shall be filed, or evidence shall be adduced of their having been served with notice of the application, or that they cannot be found.

(2) Where the widower or widow of the deceased applies and there are next of kin of full age within the jurisdiction, their consent duly verified shall be filed or evidence shall be adduced of their having been served with notice of the application, or that they cannot be found.

(3) Where administration is applied for, the Master may require notice of the application to be given to any person who is or claims to be an illegitimate child of the deceased or who claims to be entitled in distribution through any such person.

Rules 23 and 24 [Rescinded by G.G. 20/10/72, p. 4161]

Grant to Creditor: cf. Act No. 26 of 1941, s. 11.

25. Where a creditor intends to apply for administration, he shall, previous to his application, issue a citation calling upon the widower or widow and next of kin of the deceased to show cause why administration should not be granted to him, and shall prove his debt before the Master, and enter into a bond in accordance with rule 27.

Grants on behalf of infants.
Rule 26 amended by G.G. 20/10/72, p. 4161.

26. (1) Grants of administration *durante minore aetate* may be made to guardians of infants for their use and benefit, subject to such limitations or conditions as the Master may order.

(2) Infants above the age of fourteen years may elect a guardian; and in other cases the Master may, on application made to him on motion, appoint as guardian a fit and proper person who consents to act.

(3) Where a guardian applies for administration, he shall produce evidence of his election or assignment.

(4) In a family where there are infants both above and under the age of fourteen years, an elected guardian may act for all the infants without special assignment.

27. (1) In all cases of administration, except where the surety is a guarantee company approved by the Court, or where the applicant is a company authorised by statute to obtain a grant, or unless otherwise ordered or the Act otherwise provides, two sureties shall be required to the administration bond, and the bond shall be given in the amount of property to be placed in the possession of or dealt with by the administrator by means of the grant. Administration bond.

(2) An administration bond shall be in accordance with Form 2 unless otherwise ordered by the Master.

(3) In every case the sureties to the bond shall justify by affidavit to the satisfaction of the Master.

(4) An administration bond shall be attested by a commissioner or other person authorised to administer oaths, but not by the solicitor or agent of the party who executes the bond.

(5) An application for modification or alteration of the prescribed administration bond, or for any other modification of the practice under this rule, shall be supported by an affidavit of the facts relied on.

(6) An application under section 30 of the Act for an order for the assignment of an administration bond shall be made by summons to a Judge; and the summons shall be served on the administrator and on every surety.

28. Unless the Master otherwise directs, a person who has renounced probate of the will or administration of the estate of a deceased person in one capacity may not take a representation to the same deceased in another capacity. Effect of renunciation.

29. (1) A citation shall be settled by the Master before being issued. Citations generally.

(2) An averment in a citation, and such other information as the Master may require, shall be verified by an affidavit sworn by the person issuing the citation (in these rules called "the citor") or, if there are two or more citors, by one of them; but the Master may in special circumstances accept an affidavit sworn by the citor's solicitor.

(3) The citor shall enter a caveat before issuing a citation.

(4) A citation shall be served personally on the person cited unless the Master, on cause shown by affidavit, directs some other mode of service, which may include notice by advertisement.

(5) A will referred to in a citation shall be lodged in the Registry before the citation is issued, except where the will is not in the possession of the citor and the Master is satisfied that it is impracticable to lodge it.

(6) A person who has been cited to appear may, within such time as the Master may fix, or at any time thereafter if no application has been made by the citor under subrule (5) of rule 30 or subrule (2) of rule 31, file a notification of his intention to be heard and shall forthwith thereafter serve on the citor a copy of the notification.

Citation to
accept or
refuse or to
take a grant.

30. (1) A citation to accept or refuse a grant may be issued at the instance of any person who would himself be entitled to a grant in the event of the person cited renouncing his right thereto.

(2) Where power to make a grant to an executor has been reserved, a citation calling on him to accept or refuse a grant may be issued at the instance of the executors who have proved the will or of the executors of the last survivor of deceased executors who have proved.

(3) A citation calling on an executor who has intermeddled in the estate of the deceased to show cause why he should not be ordered to take a grant may be issued at the instance of any person interested in the estate at any time after the expiration of six months from the death of the deceased; but no citation to take a grant shall issue while proceedings as to the validity of the will are pending.

(4) A person cited who is willing to accept or take a grant may apply *ex parte* to the Master for a grant on filing an affidavit showing that he has filed a notification of his intention to be heard and that he has not been served by the citor with notice of any application for a grant to himself.

(5) Where the time limited for filing a notification of intention to be heard has expired and the person cited has not filed a notification, the citor may—

- (a) in the case of a citation under subrule (1) of this rule, apply to the Master for a grant to himself;
- (b) in the case of a citation under subrule (2) of this rule, apply to the Master for an order that a note be made on the grant that the executor to whom power was reserved has been duly cited and has not filed a notification of his intention to be heard and that all his rights in respect of the executorship have wholly ceased;
- (c) in the case of a citation under subrule (3) of this rule, apply to the Master by summons (which shall be served on the person cited) for an order requiring that person to take a grant within a specified time.

(6) An application under subrule (5) of this rule shall be supported by an affidavit showing that the citation was duly served and that the person cited has not filed a notification of his intention to be heard.

(7) Where the person cited has filed a notification of his intention to be heard but has not applied for a grant under subrule (4) of this rule, or has failed to prosecute his application with reasonable diligence, the citor may—

- (a) in the case of a citation under subrule (1) of this rule apply by summons to the Master for an order for a grant to himself;

- (b) in the case of a citation under subrule (2) of this rule, apply by summons to the Master for an order striking out the notification of intention to be heard and for the endorsement on the grant of such a note as is mentioned in paragraph (b) of subrule (5) of this rule;
- (c) in the case of a citation under subrule (3) of this rule, apply by summons to the Master for an order requiring the person cited to take a grant within a specified time;

and the summons shall be served on the person cited.

31. (1) A citation to propound a will shall be directed to the executors named in the will and to all persons interested under the will, and may be issued at the instance of any citor having an interest contrary to that of the executors or such other persons.

Citation to propound a will.

(2) Where the time limited for filing a notification of intention to be heard has expired and no person cited has filed a notification, or where no person who has filed a notification proceeds with reasonable diligence to propound the will, the citor may apply on motion for a grant as if the will were invalid.

32. (1) A person bringing in a will or testamentary paper in obedience to a citation or order, shall deposit it at the Registry, and may require a receipt therefor.

Citation to bring in a will.

(2) A person served with a citation to bring in a will or testamentary paper may file a notification of his intention to be heard, on payment of the prescribed fees, if he thinks fit to do so.

33. (1) A person having any interest in an estate in which application is being made for a grant or the sealing of a grant, and intending to oppose the application, shall either personally or by his solicitor enter a caveat in the Registry.

Caveats.

(2) A caveat shall be in accordance with Form 3, and shall state fully the nature of the interest of the caveator.

(3) Subject to subrule (4) of this rule, a caveat shall remain in force for the space of six months only from the day it is entered and then expire and be of no effect, unless otherwise ordered.

(4) Notwithstanding that a period of six months has elapsed after entry of a caveat, the Master may require the applicant for a grant to give notice to the caveator before proceeding with his application.

(5) Where the applicant for a grant or for the sealing of a grant does not obtain an order under section 64 of the Act, he shall, within one month, or such extended time as a Judge or the Master may allow after notice of the entry of the caveat, commence contentious proceedings by issuing a writ against the caveator and proceeding in the ordinary manner.

(6) A caveator may, if no step is taken by the executor or applicant for administration within a period of one month after notice of the entry of the caveat, apply to a Judge or the Master for an order directing the executor or applicant to proceed with his application; and the Judge or Master may make an order upon such terms as he thinks fit.

Application
for leave to
swear to
death.
Amended by
G.G. 30/3/73,
p. 818.

34. An application for leave to swear to the death of a person shall be made to the Master by originating motion and shall be supported by an affidavit setting out the grounds of the application and particulars of all policies of insurance on the life of the person the subject of the application.

Amendment
and revoca-
tion of grant.
Rule 35
amended by
G.G. 20/10/72
p. 4161.

35. (1) Where the Master is satisfied that a grant should be amended or revoked, he may make an order accordingly.

(2) Except in special circumstances, a grant shall not be amended or revoked under this rule other than on the application or with the consent of the person to whom the grant was made.

(3) Where an order has been made for the amendment of a grant, the original grant shall be produced to the Registry for notation, or its non-production accounted for.

(4) Where an order has been made under the Inheritance (Family and Dependants Provision) Act, 1972, the original grant shall be produced to the Registry, together with an office copy of the order and two photographic copies thereof.

Taxation of
costs.

36. The Taxing Master shall tax all bills of costs referred to him for taxation.

Executors
and Admin-
istrators to
pass
accounts.
Cf. Act
No. 26
of 1941,
s. 51.

37. (1) Every executor and administrator (other than the Public Trustee) shall file in the Registry his accounts relating to the estate of the deceased in accordance with Form 4, and shall attend before the Master at such time as the Master may appoint to have the accounts passed and allowed.

(2) Where there is any balance available for distribution, the executor or administrator shall file a plan of distribution with his accounts.

(3) The accounts and plan of distribution mentioned in this rule shall be filed within twelve months after the grant, or within such further time as a Judge or the Master may allow, and shall be verified by the affidavit of the executor or administrator.

(4) Notice in accordance with Form 5 of filing of the accounts of an executor or administrator shall be advertised once, fourteen days at least before the day fixed for passing the accounts, in a daily newspaper published in Perth.

(5) In the case of an administrator, notice of the filing and of the appointment to pass his accounts shall also be served on the sureties of the administration bond.

(6) A person wishing to object to the passing of the accounts of an executor or administrator, shall file in the Registry, before the day fixed for the passing of the accounts, a notice of his intention to object, and also an affidavit stating his interest and the nature and grounds of his objection.

(7) Upon the taking of the accounts, the Master may make such order as to service upon any of the parties or persons interested as he may think fit.

(8) Any person interested may attend before the Master upon the taking of the accounts.

(9) The costs of the accounting party and of any person who has filed a notice of objection under this rule shall be in the discretion of the Master.

(10) The Master's allowance of an account shall be recorded by a certificate.

38. (1) Grants of probate, letters of administration and letters of administration with the will annexed shall be in accordance with Form 6, Form 7 and Form 8, respectively.

Form of grant.
Rule 38 amended by G.G. 20/10/72, p. 4161.

(2) An order to administer the estate of a deceased person dying testate shall be in accordance with Form 9 and an order to administer the estate of a deceased person dying intestate shall be in accordance with Form 10, in either case with such variations as the circumstances may require.

39. (1) A motion for a grant or for the sealing of a grant shall be typed on strong light-brown paper of a quality and form suitable for providing a durable cover for the Registry file; and a list of the documents to be filed shall be typed inside the motion paper.

Paper to conform to certain requirements.
Rule 39 amended by G.G. 18/12/70, p. 3815.

(2) Grants of probate and administration and exemplifications of grants shall be typed on special probate paper prepared by the Government Printer, or on paper of the like weight, quality, size and form.

40. (1) With an application for probate or administration the applicant shall lodge in the Registry, for settling, a draft of the grant in its proposed form.

Draft grant to be lodged with application.
Rule 40 amended by G.G. 18/12/70, p. 3815.

(2) The settled draft shall be returned to the Registry with the engrossment of the grant, and shall be kept on the Court file.

41. (1) At the time of lodging the engrossment of the grant, the executor or administrator with the will shall lodge in the Registry two copies of the original will and of any codicil as admitted to proof; one copy shall be annexed to the grant and the other copy shall be retained for record purposes.

Photographic copies of will as proved to be lodged.
Rule 41 amended by G.G. 18/12/70, p. 3815.

(2) The copies required by this rule to be lodged, and all certified and office copies of grants, and all copies of wills and other documents filed in the Registry, shall, unless otherwise directed by the Master, be photographic copies made in the Registry.

(3) This rule applies *mutatis mutandis* to an order to administer the estate of a deceased person dying testate, made under section 10 or section 12 of the Public Trustee Act, 1941.

(4) In the case of a personal application made direct to the Master or a district agent, the requirements of this rule and of rule 40 will be attended to in the Registry.

Will to be engrossed in certain cases.

42. (1) Where the Master considers that a will or other document required to be copied for the purpose of grant, sealing, or record is unsuitable for photography, he may require an engrossment of the document, suitable for photographic reproduction, to be lodged.

(2) Where some of the documents intended to form part of the probate or letters of administration with the will annexed are not suitable for photography, the Master may require a copy of the whole of the documents to be made and lodged for that purpose.

(3) Where a will or codicil contains alterations not admitted to proof, an engrossment of the will or codicil in the form in which it is proved, shall be lodged.

(4) An engrossment lodged pursuant to this rule shall reproduce the punctuation, spacing and division into paragraphs of the will, and shall be legibly and clearly typewritten in pica type on one side only of foolscap paper of durable quality with a quarter margin and not less than a quarter of an inch between each line.

(5) Where a will or codicil, or any part thereof, is written in pencil, there shall be lodged a facsimile copy of the will or codicil, in which the pencil writings in the original shall be reproduced in red ink. The copy may be made on foolscap paper, and shall be kept on the Court file.

Documents to be lodged with application to reseal. Rule 43 amended by G.G. 18/12/70, p. 3815.

43. (1) A grant lodged for sealing shall include an authentic copy of the will and codicil (if any) to which the grant relates, or shall be accompanied by a copy thereof certified as correct by or under the authority of the Court by which the grant was made.

(2) The person producing a grant for sealing shall also lodge for record purposes a copy of the grant and of any will and codicil to which it relates.

(3) The copy required by subrule (2) of this rule shall, unless otherwise directed by the Master, be a photographic copy made in the Registry.

Searches. Cf. O.67 R. 11, R.S.C. Rule 43A added by G.G. 20/10/72, p. 4161.

43A. Any person shall, on payment of the prescribed fee, be entitled during office hours to search for and obtain a copy of any of the following documents filed or of record in the Registry, namely:—

- (a) a will or codicil that has been proved;
- (b) a grant of probate or administration;
- (c) an order to administer; and
- (d) with the leave of the Master, any other document.

Application to pending proceedings.

44. Subject in any particular case to any direction given by a Judge or the Master, these rules shall apply to any proceeding that is pending on the day on which these rules come into operation as well as to any proceeding commenced after that day.

Revocation. Vol. 12 of the Reprinted Acts. Rule 45 amended by G.G. 20/10/72, p. 4161.

45. (1) The Probate and Administration Rules and the forms in the Appendix thereto (being the rules and forms contained in the Third Schedule to the Administration Act, 1903, reprinted as approved for reprint on 23rd April, 1958) are revoked.

(2) [Rescinded by G.G. 20/10/72, p. 4161].

Rule 15. Schedule.
Form 1.

Schedule amended by G.G. 20/10/72, p. 4162.

AFFIDAVIT OF ATTESTING WITNESS (WHERE REQUISITE).

In the Will of _____, late of _____, deceased.

I, _____, of _____, in the State of Western Australia, being duly sworn, make oath and say as follows:—

1. I am one of the subscribing witnesses to the last will and testament of the said _____, late of _____, deceased, bearing date the _____ day of _____, 19____, and produced and shown to me and marked 'A'.

2. The said testator executed the said will on the day of the date thereof, by signing his name at the foot or end thereof, as the same now appears thereon, in the presence of me and of _____, the other subscribed witness thereto, both of us being present at the same time, and we thereupon attested and subscribed the said will in the presence of the said testator.

Sworn by the deponent, this _____ day of _____, 19____, at _____, before me,

Rule 27. Form 2.

ADMINISTRATION BOND.

By this bond we † are jointly and severally bound to Her Majesty the Queen her heirs and successors, in the sum of _____ dollars for the payment of which we bind ourselves and each of us and our executors and administrators.

† Insert full names, addresses and descriptions of principal and sureties.

Dated the _____ day of _____, 19____.

The condition of this bond is that if the abovenamed * the intended administrator of the estate of

* Insert full name of principal.

_____ late of _____ shall collect, get in, administer and distribute according to law the real and personal property of the said deceased and punctually comply with all duties and obligations imposed on him by law in relation to the estate of the said deceased, then this bond shall be void and of no effect; but otherwise it shall remain in full force and effect.

Rule 33.

Form 3.

CAVEAT.

Take notice that I (*name of caveator in full*) of (*address and description in full*) claiming interest (*state relationship or particulars of interest*) in the estate of (or under the will of—*set out full description*) do hereby demand that nothing be done therein without notice to me.

Take further notice that my address for service is:—

Dated this _____ day of _____, 19 ____.

(*Signature of Caveator or his Solicitor.*)

Witness:

Rule 37.

Form 4.

ACCOUNTS OF EXECUTORS AND ADMINISTRATORS.

The account of the administration of the estate of the abovenamed deceased by the Executor(s) (or Administrator) to the _____ day of _____, 19 ____, filed pursuant to rule 37 of the Non-contentious Probate Rules, 1967.

Part A.

Receipts.

Number of Item	Date	Particulars	\$	
		Total		
		Disbursements		
			\$	
		Balance		
		Totals	\$	

Part B.

PORTION OF ESTATE DISTRIBUTED IN SPECIE.
*(Set out briefly, with particulars of value for purposes of
Probate Duty.)*

Part C.

PORTION OF ESTATE RETAINED OR REMAINING
UNCOLLECTED.
*(Set out briefly, with particulars of value for purposes of
Probate Duty.)*

Part D.

STATEMENT OF MONEYS AND SECURITIES HELD BY
THE EXECUTOR(S) (OR ADMINISTRATOR).
*(Set out particulars of moneys now in hand and investments
made since date of death.)*

Part E.

PLAN OF DISTRIBUTION.
(Where requisite).

Dated the _____ day of _____, 19 ____
Signature(s) of Executor(s) (Administrator).

Rule 37.

Form 5.

NOTICE OF FILING ACCOUNTS.

NOTICE is hereby given that the accounts and plan of distribution in the above estate have this day been filed in my office, and all persons having any claim on the said estate, or being otherwise interested therein, are hereby required to come in before me at my said office on or before the _____ day of _____, 19 ____, at _____ o'clock in the _____ noon and inspect the same, and if they shall think fit object thereto; otherwise if the said accounts be not objected to, the same will be examined by me and passed according to law.

Dated this _____ day of _____, 19 ____
Master.

Rule 38.

Form 6.
PROBATE.

IN the Will of _____, late
of _____ in the State of Western Australia, deceased.
BE IT KNOWN that on the _____ day of _____,
one thousand nine hundred and _____, the last Will and Testament
(a copy of which is annexed) of _____
deceased, who died on the _____ day of _____,
one thousand nine hundred and _____, at _____,
in the said State of Western Australia, was proved and registered in
the Supreme Court of the said State at Perth; and that administration
of the real and personal estate of the said deceased was granted by
the aforesaid Court to

_____ of _____,
the Executor named in the said Will, he having been first sworn to
administer the same according to law.

By the Court,

Master.

Rule 38.

Form 7.
ADMINISTRATION.

IN the Estate of _____, late
of _____, in the State of Western Australia,
deceased, intestate.

BE IT KNOWN that on the _____ day of _____,
_____ one thousand nine hundred and _____,
Letters of Administration of the real
and personal estate of _____, late of _____,
in the State of _____,
deceased, who died on the _____ day of _____,
one thousand nine hundred and _____,
at _____ aforesaid, intestate, were granted by
the Supreme Court of the said State to
of _____, the lawful _____ of the
said deceased, he having been first sworn to administer the same
according to law.

Given at _____, in the said State of Western Australia,
this _____ day of _____, one
thousand nine hundred and _____.

By the Court,

Master.

Rule 38.

Form 8.

ADMINISTRATION WITH THE WILL ANNEXED.

IN the Will and Estate of
late of _____, in the State of Western Australia,
deceased.

BE IT KNOWN that _____,
late of _____, who died on the _____,
day of _____, one thousand nine hundred and _____,
at _____, in the State
of _____, made his last Will and Testament
(a copy of which is annexed), and therein named _____
of _____, in the State of _____,
sole executor of his said Will; AND BE IT

FURTHER KNOWN that the said _____,
by renunciation dated the _____ day of _____, one thousand
nine hundred and _____, renounced Probate of the Will of
the said _____ without having intermeddled with
the deceased's estate; AND BE IT ALSO FURTHER KNOWN that
on the _____ day of _____, one thousand nine hundred
and _____ Letters of Administration, with the said Will
annexed, of the real and personal estate of the said deceased were
granted by the Supreme Court of the said State of Western Australia
to _____ of _____,
one of the lawful children and next of kin of the said deceased, he
having been first sworn to administer the same according to law.

Given at _____, in the said State of Western Australia,
this _____ day of _____, one
thousand nine hundred and _____.

By the Court,

Master.

Rule 38.

Form 9.

Heading as in Form 8.

ORDER TO ADMINISTER WITH THE WILL.

UPON THE APPLICATION of the Public Trustee and UPON
READING the affidavit of _____ sworn
the _____ day of _____ 19 _____ and filed
herein, IT IS ORDERED that the Public Trustee be and he is hereby
authorized and empowered to administer with the will the estate of
the abovenamed deceased who died at _____ on the
_____ day of _____, 19 _____.

*(reserving to the Court the right to grant probate or administration
to any person who shall apply therefor and who might have obtained
a grant if this order had not been made). A true copy of the said
will is annexed.

Dated the _____ day of _____ 19 _____.

Master.

* Omit words in brackets if order made under s. 12 of Public Trustee Act, 1941.

Rule 38.

Form 10.

Heading as in Form 7.

ORDER TO ADMINISTER (INTESTACY).

UPON THE APPLICATION of the Public Trustee and UPON
 READING the affidavit of _____ sworn
 the _____ day of _____ 19 _____ and filed
 herein, IT IS ORDERED that the Public Trustee be and he is hereby
 authorized and empowered to administer the estate of the abovenamed
 deceased who died at _____ on
 the _____ day of _____ 19 _____ intestate
 *(reserving to the Court the right to grant probate or administration
 to any person who shall apply therefor and who might have obtained
 a grant if this order had not been made).

* Omit
 words in
 brackets if
 order made
 under s. 12
 of Public
 Trustee Act,
 1941.

Dated the _____ day of _____ 19 _____ .

Master.
