



## NOMINATION FORM

Please complete this form if you are above the age of 16 years and wish to nominate any nominee(s) to receive policy moneys payable under your insurance policy/ certificate.

You are encouraged to appoint a nominee as it will expedite payment of moneys upon death without the need for letters of administration or grant of probate.

POLICY NO.

CERTIFICATE NO.

### MY DETAILS

FULL NAME

NRIC/ PASSPORT NO

ADDRESS

STATE  POSTCODE

TEL NO

### MY NOMINEE(S)' DETAILS

I hereby appoint the following person(s) as my nominee(s) for the above insurance policy/certificate and revoke all existing nominee(s) named earlier, if any:-

Full Name	NRIC/Birth Certificate/ Passport No.	Nationality	Date of Birth	Relationship	Address	% of Share

### MY TRUSTEE(S)' DETAILS

I hereby appoint the following as my trustee(s)/additional trustee(s) for the above insurance policy/certificate. I further understand that I reserve the right to revoke the appointment of such trustee(s) and substitute any other name thereof and to appoint additional trustee(s).

Full Name	NRIC/Passport No.	Date of Birth	Nationality	Address

I hereby revoke the appointment of the following trustee(s)/additional trustee(s) for the above insurance policy/certificate.

Full Name	NRIC/Passport No.

### TRUSTEE(S) DECLARATION

I/We hereby agree and consent to act as trustee(s) for the above insurance policy/certificate and accept that my/our appointment is subject to the absolute right of revocation by the policyholder.

I/We further agree and consent that AIG Malaysia Insurance Berhad ("AIG") may collect, use and process my/our personal information (whether obtained in this form or otherwise obtained) and disclose such information in accordance with AIG's Privacy Notice found at <https://www.aig.my/privacy-notice>.

SIGNATURE

Full Name  
Contact No.

DATE     
Day Month Year

SIGNATURE

Full Name  
Contact No.

DATE     
Day Month Year

### MY DECLARATION

I have completed and submit this form after having read and understood the Important Notes on Nomination below.

I further agree and consent, and if I am submitting information relating to another individual, I represent and warrant that I have the authority to provide that information to AIG Malaysia Insurance Berhad ("AIG"), I have informed the individual(s) about the purposes for which his/her personal information is collected, used and disclosed as well as the parties to whom such personal information may be disclosed by AIG, and the individual(s) agrees and consents, that AIG may collect, use and process my/his/her personal information (whether obtained in this form or otherwise obtained) and disclose such information in accordance with AIG's Privacy Notice.

Please refer to (and if submitting information relating to another individual, refer such individual/s to) the full version of AIG's Privacy Notice found at <https://www.aig.my/privacy-notice> before you provide your consent, and/or the above representation and warranty.

SIGNATURE

DATE     
Day Month Year

### WITNESS DECLARATION

*This section must be completed failing which this form will be invalid.*

I confirm that this form was signed by the policyholder in my presence.

I further agree and consent that AIG Malaysia Insurance Berhad ("AIG") may collect, use and process my personal information (whether obtained in this form or otherwise obtained) and disclose such information in accordance with AIG's Privacy Notice found at <https://www.aig.my/privacy-notice>.

FULL NAME

NRIC NO

ADDRESS

STATE  POSTCODE

SIGNATURE

DATE     
Day Month Year

## TRUSTEE(S) CONSENT

*This section must be completed if you are revoking a nomination, adding a nominee who is not your spouse, child or parent, or making a variation which will adversely affect the interests of your nominees*

I/We the trustee(s) for the above insurance policy/certificate agree and consent to the change/revocation of the existing nomination prior to the date as signed under.

I/We the witness (es) confirm that this form was signed by the trustee(s) in my/our presence.

I/we further agree and consent that AIG Malaysia Insurance Berhad ("AIG"), may collect use and process my/our personal information (whether obtained in this form or otherwise obtained) and disclose such information in accordance with AIG's Privacy Notice found at <https://www.aig.my/privacy-notice>.

SIGNATURE

DATE

Day

Month

Year

TRUSTEE FULL NAME

WITNESS SIGNATURE

DATE

Day

Month

Year

WITNESS FULL NAME

WITNESS NRIC NO

WITNESS ADDRESS

SIGNATURE

DATE

Day

Month

Year

TRUSTEE FULL NAME

WITNESS SIGNATURE

DATE

Day

Month

Year

WITNESS FULL NAME

WITNESS NRIC NO

WITNESS ADDRESS

### IMPORTANT NOTES ON NOMINATION

1. A nomination by a non-Muslim policyholder shall create a trust in favour of the nominee(s) of the policy moneys if the nominee(s) is his/her spouse, child, or parent (where there is no spouse or child living at the time of nomination).
2. It is advisable for a non-Muslim policyholder to appoint trustee(s) for the policy moneys. **Trustee(s) named must not be below 18 years old and cannot be the policyholder.** In the event no trustee is appointed, the trustee(s) shall be (a) nominee(s) who is competent to contract; (b) where the nominee(s) is incompetent to contract, the parent of the incompetent nominee(s) other than the non-Muslim policyholder; or (c) where there is no surviving parent, the public trustee or a trust company nominated by the non-Muslim policyholder.
3. The trustee(s)' written consent must be obtained to revoke a nomination, add a nominee who is not a spouse, child or parent, vary the policy to the adverse interest of the nominees, surrender, assign or pledge the policy as security.
4. Any nominee who is not a spouse, child or parent of the non-Muslim policyholder will receive the policy moneys as an executor and not solely as a beneficiary. If the intention is for the nominee who is not a spouse, child or parent to receive the policy moneys as a beneficiary, the benefits of the policy must be legally assigned.
5. Nominees of Muslim policyholder shall receive the policy moneys as an executor, and upon receipt of such policy moneys shall distribute the policy moneys in accordance with Islamic Law.
6. **All witnesses in this form must not be below 18 years old and cannot be a named nominee of the policy moneys.**
7. **The original copy of this form has to be received by AIG Malaysia Insurance Berhad during the lifetime of the policyholder.**
8. Please refer to Schedule 10 of the Financial Services Act 2013, for more information on "Payment of Policy Moneys under Life Policy and Personal Accident Policy".



## **Frequently Asked Questions on Nomination**

### **How do I make a nomination?**

You can make a nomination if you are 16 years old and above.

**Step 1** – Download the nomination form from AIG Malaysia’s website

<https://www.aig.my/content/dam/aig/apac/malaysia/documents/others/beneficiary-nomination-form.pdf>.

You are advised to read the IMPORTANT NOTES set out in the form before making nomination.

**Step 2** – Complete the nomination form. The nomination form must be signed by a witness who is 18 years old and above, of sound mind and who is not your nominee.

**Step 3** – Submit the original copy of the completed form to your insurance agent or AIG Malaysia’s office.

### **Who can I nominate?**

- You can nominate any individual(s). However, not all nominees will receive the policy money as beneficiary.
- For non-muslim policy owner, if you nominate your spouse or child or parent (provided that there is no living spouse or child at the time of such nomination). A trust policy will be created and the nominee(s) will receive the policy money as a beneficiary (*see Part A: Trust Policy below*).
- Where the nominee is not your spouse or child or parent (if there is no living spouse or child at the time of nomination), a non-trust policy will be created (*see Part B: Non-Trust Policy below*).
- *For Muslim policy owner, please see Part C: Muslim Policyholder*

### **Difference between beneficiary and nominee**

- A nominee is a person nominated in an insurance policy to receive or administer the policy money upon the demise of the policyholder. If your intention is for your nominee(s) to receive the policy money beneficially and not as executor, you have to assign the policy benefits to them, unless your nominee(s) is your spouse, child or parents.
- A beneficiary is a person who is entitled to receive for his/her own benefit, the policy money under an insurance policy.

## **A. Trust Policy**

### **What is a Trust Policy?**

A trust policy is created when a non-Muslim policyholder nominates his/her spouse, child, or parent (where there is no spouse or child living at the time of nomination).

### **What is the impact of creating a Trust Policy?**

- a) the nominee(s) will receive the policy money beneficially; and
- b) the policy money will not form part of the policyholder’s estate.

### **Why is a Trustee appointed?**

- a) to administer the policy money especially
- b) if the nominee named is below the age of 18; and
- c) to ensure the distribution of the policy money is made according to the non-Muslim policyholder’s nomination.

## **Role of a trustee**

- A trustee is a person who is appointed to receive the policy money in a trust policy created by a non-muslim policy owner. Upon the demise of the policy owner, the trustee's duties would be to receive the policy money and distribute them to the nominees accordingly. The trustees must act in the best interest of the nominees at all times.
- The appointment of trustee(s) is especially important for children below 18 years of age because, legally, minors are considered incompetent to enter into a contract and therefore not able to receive the policy money directly.

## **What happens if a Trustee is not appointed?**

In the event no trustee is appointed, the trustee(s) shall be:

- a) nominee(s) who is competent to contract;
- b) where the nominee(s) is incompetent to contract, the parent of the incompetent nominee(s) other than the non-Muslim policyholder; or
- c) when there is no surviving parent, the public trustee or a trust company nominated by the non-Muslim policyholder.

## **The trustee(s)' written consent must be obtained to:**

- a) revoke a nomination;
- b) add a nominee who is not a spouse, child or parent;
- c) vary the policy nomination to the adverse interest of the nominees; or
- d) surrender, assign or pledge the policy as security.

## **What portions of the nomination form do I have to complete?**

- a) Policy Number or Certificate Number;
- b) My Details
- c) My Nominee(s)' Details
- d) My Trustee(s)' Details and Trustee(s) Declaration (this is only applicable for a trust policy)
- e) My declaration: Duly signed
- f) Witness declaration: Duly signed

## **What does the non-Muslim policyholder need to do if they want to make changes to the Trustee?**

Complete the following sections of the Nomination form:

- a) Policy Number or Certificate Number
- b) My Details
- c) Changes to the appointment of Trustees
- d) My Declaration: Duly signed
- e) Witness Declaration: Duly signed.

## **What does the non-Muslim policyholder need to do if they want to make changes to the Nominee?**

Complete the following sections of the Nomination form:

- a) Policy Number or Certificate Number
- b) My Details
- c) My Nominee(s)' Details
- d) My Trustee(s)' Details and Trustee(s) Declaration (this is only applicable for a trust policy)
- e) Changes to Appointment of Trustee(s)
- f) My declaration: Duly signed
- g) Witness declaration: Duly signed
- h) Trustee Consent

## **B. Non-Trust Policy**

### **What is a Non-Trust Policy?**

A non-trust policy is created when a non-Muslim policyholder nominates a person other than his/her spouse, child, or parent.

### **What is the impact of creating Non-Trust Policy?**

- a) the nominee(s) will only receive the policy money as an executor and not solely as a beneficiary; and
- b) the policy money will form part of the policyholder's estate and shall be distributed in accordance to his/her will, if any or laws relating to the distribution of the estate of the deceased.

If the intention is for the nominee who is not a spouse, child or parent to receive the policy money as a beneficiary, the benefits of the policy must be legally assigned.

### **What portions of the nomination form do I have to complete?**

- a) Policy Number or Certificate Number
- b) My Details
- c) My Nominee(s)' Details
- d) My declaration: Duly signed
- e) Witness declaration: Duly signed

### **What does the non-Muslim policyholder need to do if they want to make changes to the Nominee?**

Complete the following sections of the Nomination form:

- a) Policy Number or Certificate Number
- b) My Details
- c) My Nominee(s)' Details
- d) My declaration: Duly signed
- e) Witness declaration: Duly signed

## **C. Muslim Policyholder**

Nominees of Muslim policyholder shall receive the policy money as an executor and not solely as a beneficiary, and upon receipt of such policy money shall distribute the policy money in accordance with Islamic Law.

### **What portions of the nomination form requires completion?**

- a) Policy Number or Certificate Number
- b) My Details
- c) My Nominee(s)' Details
- d) My declaration: Duly signed
- e) Witness declaration: Duly signed

### **What does the Muslim policyholder need to do if they want to make changes to the Nominee?**

Complete the following sections of the Nomination form:

- a) Policy Number or Certificate Number
- b) My Details
- c) My Nominee(s)' Details
- d) My declaration: Duly signed
- e) Witness declaration: Duly signed