

Estate Administration Information for Executors & Solicitors

This document provides general information to assist executors and solicitors administering estates in which RSPCA NSW is named as a beneficiary.

It is intended as a practical reference only and does not constitute legal, financial or tax advice. Executors and solicitors should obtain independent professional advice where appropriate.

Administration

PO Box 34
Yagoona, NSW, 2199

P: (02) 9770 7555
F: (02) 8831 1935
E: mail@rspcansw.org.au
W: rspcansw.org.au

Organisation Details - Quick Reference	
Charity Name	The Royal Society for the Prevention of Cruelty to Animals, New South Wales
Trading Name	RSPCA NSW
ABN	87 000 001 641
Registered Address	201 Rookwood Road, Yagoona NSW 2199
Postal Address	PO Box 34, Yagoona NSW 2199
Estate Administration Contact	<p>For all estate related enquiries, please contact RSPCA NSW Estates:</p> <p>Email: estates@rspcansw.org.au</p> <p>Phone: (02) 9782 4435</p> <p>Mobile: 0499 680 165</p> <p>All enquiries received via this mailbox are logged and managed to ensure appropriate tracking and follow-up.</p>

Receiving estate distributions:

RSPCA NSW's preferred method for receiving estate distributions is Electronic Funds Transfer (EFT).

To reduce risk of cyber fraud:

- Banking details are not published online.
- Official banking details are provided on RSPCA NSW letterhead upon request.
- Executors are strongly encouraged to confirm banking details by phone with the RSPCA NSW Estates team before initiating any transfer.

Alternatively, cheques may be posted to:

RSPCA NSW
Attn: Estates Administration
PO Box 34
Yagoona NSW 2199

Documentation required:

To assist with audit, compliance, and accurate processing the following documents are required depending on the type of gift:

If RSPCA NSW is a pecuniary or specific gift beneficiary

- Copy of the probated Will.

If RSPCA NSW is a residual or percentage beneficiary:

- Grant of Probate, including:
 - o The Will.
 - o Inventory of Assets and Liabilities; and,
 - o Final Statement of Accounts, showing all payments made to and from the estate (upon completion).

Copies of documents may be provided by email in the first instance. If original documents are required, the Estates Team will advise.

Tax status:

RSPCA NSW is income tax exempt and endorsed as a Deductible Gift Recipient (DGR) under Item 1 of section 30-15 of the *Income Tax Assessment Act 1997*.

Capital Gains Tax (CGT) and asset considerations:

Where estate assets include shares or other investments, including real property, Executors may wish to consider whether an in-specie transfer is appropriate.

RSPCA NSW may accept in-specie transfers in some circumstances. This is assessed on a case-by-case basis.

Executors should seek independent financial or tax advice when considering capital gains tax implications or asset transfer options.

Maximising tax efficiency:

Subject to appropriate advice, Executors may wish to consider:

- Making RSPCA NSW presently entitled to estate income early in administration; and,
- Streaming franked dividends to RSPCA NSW, where applicable.

These matters should be considered in conjunction with independent professional tax advice.

Executor's commission:

RSPCA NSW acknowledges the important role of Executors. Where no provision for Executor's commission is included in the Will, requests may be considered on a case-by-case basis. Any request should be supported by a detailed breakdown of services provided.