

Help with filling out the form as an estate

This document explains how to fill out the form correctly to avoid delays in processing your file.

Go directly to the sections of the document that apply to you, no need to read everything. Each section of the document represents a section of the form.

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How to access the supplemental form

To access the supplemental form, copy and paste the link into the address bar of a web browser.

If this doesn't work, please call us at 1-888-880-1844, and we'll be able to help you.

Once on the login page, please enter the tobacco victim's file number (CAS-xxx) and their health insurance number, **no spaces**.



Here's an explanatory video:

<https://www.youtube.com/watch?v=pXeG9IPyRhs>

Instructions

You must identify your role so that the questions asked on the interactive form are adapted to your situation.

In the form, “**the tobacco victim**” is the person who smoked and was diagnosed with lung cancer, throat cancer, emphysema or COPD.

- If you are **the liquidator** of a tobacco victim’s estate and the estate account **is open**, you must select “The liquidator of the tobacco victim’s estate (whether you are an heir or not)”.
 - If the estate is open, the form should be completed by the liquidator. If you are **not** the liquidator, please call us at 1-888-880-1844 to change the name of the person responsible for the file.
- If you are the **liquidator of the estate of an heir of a tobacco victim**, whether the estate account is open or closed, you must select “An heir or the liquidator of an heir of a tobacco victim (second level of succession)”.
- If the tobacco victim’s estate account **is closed**, you must indicate your relationship to the tobacco victim, either as a direct heir, an heir of an heir (second level of succession), or a representative of a living heir (first-level or second-level heir of succession).



Here’s a video explaining this portion of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-instructions.mp4>



Contact Information

In this section, you must answer the questions and provide your contact information.

You may find some elements unnecessary but they are required for the sworn declaration (e.g.: relationship with the tobacco victim, occupation, date of birth).

- For your telephone number and postal code, please respect the requested format to be able to access the next page.
- If you're helping someone who has difficulty with computer technology and you're filling out the form for them, but you don't have a power of attorney, please provide the contact information of the person who should have completed the form. We must be able to contact them directly.



Here's a video explaining this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-coordonnees.mp4>



Details about the victim

In this section, you must enter the tobacco victim's details (date of birth, residence, date of death and estate situation).

Situation that applies to the tobacco victim's estate

Here are some useful tips to answer the question "*Please select the situation that applies to the tobacco victim's estate*":

- A "notarial will" is a will that has been signed before a notary.
 - If the tobacco victim had a notarial will, select "The tobacco victim had a notarial will or a will probated by a court or notary."
- If the will is **handwritten** or **made in the presence of witnesses**, you must determine whether it has been probated. Probate is when a notary or lawyer was mandated after the death to file the will at the courthouse.
 - If the will (handwritten or made in the presence of witnesses) **has been probated**, select "The tobacco victim had a notarial will or a will probated by a court or notary."
 - If the will (handwritten or made in the presence of witnesses) **was not probated**, select "The tobacco victim had a will that was neither a notarial nor probated will."
- If a **codicil** was signed by the tobacco victim, answer according to the format of the codicil, not according to the format of the will:
 - A **codicil** is a document that amends a will (e.g.: modification, addition or withdrawal). If the codicil **was signed before a notary**, select "The tobacco victim had a notarial will or a will probated by a court or a notary."
 - If the codicil **was handwritten** or **made in the presence of witnesses**, you must determine whether it has been "probated," that is, filed at the courthouse by a notary or lawyer. If the codicil **has been probated**, select "The tobacco victim had a notarial will or a will probated by a court or notary." Otherwise, select "The tobacco victim had a will that was neither a notarial nor probated will."

- Drawing up a marriage contract when you get married is not mandatory. If a marriage contract is drawn up, it must be signed before a notary. You should therefore check whether there is a notarized marriage contract and, if so, whether it contains a **testamentary clause**.
 - A testamentary clause in a marriage contract indicates who will inherit from a deceased spouse. This is often referred to as the “last survivor” clause, as each spouse usually leave all their assets to the surviving spouse.
 - If a **will was signed after the marriage contract**, this is no longer a succession based on the testamentary clause in the marriage contract, but an estate with a valid will.
- When there is no will or testamentary clause in a marriage contract, the law determines who the heirs are.
 - In this situation, select “The tobacco victim did not have a valid will and the heirs are determined by law.”

Notarial agreement or judgment modifying the heirs’ shares in the tobacco victim’s estate

Here is some useful information to answer the question “*Is there a notarized agreement or court judgment modifying the heirs’ shares in the tobacco victim’s estate?*”:

- A notarial agreement modifying the shares is not the same thing as a will.
- A **notarial agreement** modifying shares occurs when one or more heirs **gives their share to another person**. It is also called “renunciation *in favorem*.” For example, a child may give their share of their father’s estate to their mother.
- A judgment modifies the shares when a judge renders a decision that changes or withdraws the shares of the heirs. For example, a judge may decide that an heir is not entitled to their inheritance.



Here’s a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-details-victime.mp4>



Tobacco-related diseases

In this section, you need to provide information regarding the tobacco victim's diagnosis.

- Select either **“yes”** or **“no”** for **each of** the tobacco-related diseases to be able to access the next page.

You may not be sure of the date of diagnosis. This is not a problem: just give an approximate date. It may help if you associate the diagnosis with important events in your life, or even what the weather was like when you heard the bad news.

Our lawyers will have access to information on members' diagnoses from the *Quebec Cancer Registry* or *MED-ECHO*. We will therefore be able to confirm the diagnosis and the date on which it was made. To be able to do so, you need to check the box at the bottom of the page authorizing us to obtain the relevant medical information.



Here's a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-maladies-victime.mp4>



Smoking history

On this page, you must indicate the tobacco victim's smoking history.

- Here are some guidelines for completing this section:
 - You will need to describe the victim's tobacco consumption by calendar year periods (for example, 25 cigarettes a day from 1960 to 1978).
 - You may indicate up to 5 different smoking periods. This allows you to take into account variations in consumption over time, including periods of cessation.
 - The same year cannot be included in two different periods, as each period covers complete calendar years. For example, if a period ends in 1960, the next period must begin in 1961, not 1960.
 - Indicate the average number of cigarettes smoked per day to the best of your knowledge.
 - **Do not count** cigarettes smoked before January 1, 1950 or after November 20, 1998.
 - If you are unsure, you can be conservative in your estimate of the number of cigarettes smoked per day. For example, if you think it could be 12 or 13 cigarettes per day, select 12.



Here's a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-historique.mp4>



Victim Estate

This section asks for details about the tobacco victim's estate, so that we can help you establish who the compensation should be paid to and each person's share.

To determine who the heirs are, imagine that you are looking at a family photo taken at the time of the tobacco victim's death before answering the questions.

Some of the questions below may not appear on your form. **This is normal:** the form is interactive and varies according to the answers provided.

If there is a will, a testamentary clause in a marriage contract or a declaration of heredity

- In response to the question "*Does the will specify that the compensation arising from the class action is bequeathed to one or more specific persons?*":
 - Answer "yes" only if the will specifies that the compensation from the tobacco class action is left to an identified person. In this case, there will be a reference to the class-action lawsuit against the tobacco companies in the will. If there is a clause of this type in the will, it will be obvious when reading it.
 - If there is no will, select "no."
- In response to the question "*How many heirs were there at the time of the tobacco victim's death?*":
 - You must include the persons who are alive today as well as the persons who have died **since the tobacco victim's death**. A person named in the will who **died before** the tobacco victim **should not be counted** in the total number of heirs.

If the estate is determined by law and there is no declaration of heredity

You must first answer the following questions:

- In response to the question “*What was the tobacco victim’s marital status at the time of death?*” you must indicate the tobacco victim’s marital status by choosing from the options in the drop-down menu, with particular attention to the specific situations listed below:
 - If the tobacco victim was divorced, you must select “Divorced,” even if they had a common-law partner.
 - If the tobacco victim was married, but separated without being divorced, you must select “Married.”
 - If the tobacco victim was married, but separated without being divorced, and had a new common-law partner, you must also select: “Married.”
- In response to the question “*How many surviving children did the tobacco victim have at the time of death?*” you cannot include children who were deceased at the time of the tobacco victim’s death.
 - You should therefore only count children who are still alive **and** those who died **after** the tobacco victim.
 - **Do not count** the children of the tobacco victim who **died before the tobacco victim**.
 - An **adopted** child must be counted as part of the family. Conversely, a child **given up for adoption** should not be included on the form.
- In response to the question “*Did the tobacco victim have children who died before them? Did these children have children of their own (grandchildren of the tobacco victim)? If so, how many?*”:
 - If the tobacco victim’s children died **before** the tobacco victim, you need to check whether these children had children of their own. These would then be the grandchildren of the tobacco victim.
 - An **adopted** grandchild must be counted as part of the family. Conversely, a grandchild **given up for adoption** should not be included on the form.
 - **Do not include** grandchildren whose parent (the victim’s child) was still alive at the time of the tobacco victim’s death.
 - **Do not include** grandchildren born after the tobacco victim’s death.
 - You must think back to **the time of the tobacco victim’s death** in order to describe the situation at that time. This is why a distinction is made between

different grandchildren of the tobacco victim, depending on whether or not their parent (the tobacco victim's child) was alive **at the time of the victim's death**.

If the tobacco victim **had no living children or grandchildren** at the time of death, you will need to **answer the following additional questions**:

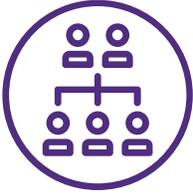
- In response to the question “*Did the tobacco victim have any surviving parents at the time of death? If so, how many?*”:
 - You should only include the parents of the tobacco victim who are **still alive and** those who **died after** the tobacco victim.
 - If the tobacco victim **was adopted**, enter only their adoptive parents. If the tobacco victim was adopted, do not include their biological parents.
- In response to the question “*Did the tobacco victim have any surviving siblings at the time of death? If so, how many?*”:
 - You should only include the tobacco victim's siblings who are **still alive and** those who **died after** the tobacco victim.
 - Also include half-siblings who **share a parent** with the tobacco victim.
 - An **adopted** sibling should be included. Conversely, a sibling **given up for adoption** should not be added to the form.
- In response to the question “*Did any of the victim's predeceased siblings have children, which would be their nephews or nieces? If so, how many?*”:
 - If the tobacco victim had siblings who died before the tobacco victim, check whether these siblings had children of their own **at the time of the victim's death**. These nephews and nieces of the tobacco victim must be included.
 - **Do not include** nephews and nieces whose parent (the victim's sibling) was still alive at the time of the tobacco victim's death.
 - **Do not include** nephews and nieces born **after the tobacco victim's death**.

You should always think back to the time of the tobacco victim's death to describe the situation at that time. This is why a distinction is made between different nephews and nieces of the tobacco victim, depending on whether or not their parent (the tobacco victim's sibling) was alive **at the time of the victim's death**.



Here's a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/05/succession-va-succession-victime.mp4>



Heirs

If there is a will, a testamentary clause in a marriage contract or a declaration of heredity

In this section, you must provide information on **all of the tobacco victim's heirs**. To determine who the heirs are, you must answer the questions as if you were looking at a family photo taken at the time of the tobacco victim's death.

If one of the heirs died after the tobacco victim, you must also indicate the heirs of that heir, as explained below. You should not enter "heirs of an heir" in the same way as "heirs." Our team will also need to analyze this estate.

If you are an heir or an heir of an heir, **don't forget** to include yourself in the list.

We understand that this can be a difficult exercise. If in doubt, indicate the person as an heir. Our team, which includes notaries, will verify the accuracy of the information when analyzing the file. **Here are some guidelines on how to list all the heirs:**

- Heirs are the people who were entitled to a share of the estate **at the time of the tobacco victim's death**.
 - If there was a **will**: the heirs are the persons named in the will who were alive at the time of the victim's death.
 - If there was a **marriage contract** with an applicable testamentary clause: the heir is the person named in the marriage contract.
 - If a "**declaration of heredity**" was signed before a notary at the time of the tobacco victim's death, you must enter the persons designated by the notary as heirs.
 - A declaration of heredity can be signed before a notary when the deceased **did not have a will or a marriage contract with a testamentary clause**.

It is possible that no declaration of heredity was signed. In that case, refer to the section "If there is no will or marriage contract and no declaration of heredity has been signed" at the end of this section. You will find explanations on how to identify who the heirs are.

- In response to the question “*Has this person renounced the tobacco victim’s estate by notarial deed?*”:
 - Answer “yes” only if the person refused the succession **and** signed a deed of renunciation before a notary. A renunciation must **be signed before a notary** to be valid.
- In response to the question: “Has this person made a transfer of rights (or renunciation in favorem), by which they gave their rights in the estate to another person?”:
 - Answer “yes” only if this transfer of rights (also called “renunciation *in favorem*”) was signed before a notary. The notarized document indicates the name of the person who was given the inheritance rights (for example, a parent).

If an heir died after the tobacco victim, you must provide all the information concerning **the estate of that heir**.

- The “heirs” of this heir are the persons who can benefit from the share of this deceased heir (their own “heirs”).
- In response to the question: “*Please select the situation that applies to his or her estate,*” concerning a deceased heir:
 - Refer to the “Victim Estate” section above, which will provide you all the necessary information on the different types of estates. At this point, however, your answers refer to **the heir’s estate**, not to the tobacco victim’s estate.
- In response to the question “*Does the will specify that the compensation arising from the class action is bequeathed to a particular person or persons?*”:
 - Answer “yes” only if the heir’s will specifically states that the compensation is left to an identified person.

If any of the heirs **died after the tobacco victim**, you must also enter **the heirs of that heir (heirs of an heir)** on the form.

You must enter the heirs of an heir **under** the deceased heir to distinguish them from the immediate heirs of the tobacco victim. You’ll need to do the same exercise for this branch of the family as for the tobacco victim’s immediate heirs, as if you were creating a family tree. Our team will also analyze this estate.

How do I add the heirs of an heir to the supplemental form? Here are the steps to follow in order:

- Once you’ve answered all the questions about the heir, click on the “Submit” button at the end of the section.

- Once the heir's profile has been created, click on the small arrow to the right of the heir's name and relationship, then on "Edit and fill in the rest of the information" to add the heirs of this heir.
- At the bottom of the heir's profile, click on the "Add" button.
- A new box will open with questions similar to those you've just completed about the heir. Now you are answering these questions about the **heirs** of the heir.
- Complete this process for each heir of this heir.

Who should be entered as heirs of an heir?

- **If the deceased heir had a will, marriage contract or notarized declaration of heredity**, the persons named as heirs in the document should be entered on the form as "heirs of the heir."
- **If the heir who died after the tobacco victim** did not have a will or marriage contract, and no declaration of heredity was signed, the persons determined by law should be entered on the form.
 - The law has established a specific order for determining who inherits, based on family ties. Our team will analyze the family situation of the deceased heir to determine their own heirs.
 - To allow us to carry out this analysis, please list the deceased heir's family members as follows:
 - You should think back to the time of the deceased heir's death to describe the situation at that time. In other words, you need to think of the deceased heir's family members as if you were looking at a photo of the heir's family taken at the time of their death.
 - **If the deceased heir was married at the time of death**, enter their spouse.
 - ✓ If the deceased heir was married, but separated without being divorced, also enter their spouse (despite a separation).
 - ✓ If the deceased heir was married, but separated without being divorced, and had a common-law spouse, also enter their spouse (despite a separation or if the deceased heir had a common-law spouse).
 - ✗ If the deceased heir was divorced, you should not enter the former spouse.
 - ✗ If the deceased heir was divorced and had a common-law spouse, you should enter neither the former spouse nor the common-law spouse.

- ✗ If the deceased heir was never married, but had a common-law spouse, you should not enter the common-law spouse.
- **If the deceased heir had children**, you must enter their children.
 - ✓ You should only include children who are still alive **and** those who died **after** the deceased heir.
 - ✗ **Do not include** children of the deceased heir who **predeceased** that heir.
- Did the deceased heir have children who died **before them**? Did these children have children of their own (**grandchildren of the deceased heir**)? If so, you must include these grandchildren.
 - ✓ An **adopted** grandchild is part of the family.
 - ✗ Conversely, a grandchild given up for adoption should not be included on the form.
 - ✗ Do not include grandchildren whose parent (child of the heir) was still alive at the time of the deceased heir's death.
 - ✗ Do not include grandchildren born after the death of the deceased heir.
- If the deceased heir **had no children or grandchildren**, you must enter **the spouse (see above), parents, siblings and nieces and nephews alive** at the time of the deceased heir's death. **Follow the instructions** below to find out how to enter parents, siblings and nieces and nephews.
 - **Parents** of the deceased heir:
 - ✓ Only include the parents of the deceased heir who were **still alive** at the time of the heir's death.
 - ✓ If the deceased heir **was adopted**, indicate only their adoptive parents.
 - ✗ If the deceased heir **was adopted**, do not include their biological parents.
 - **Siblings** of the deceased heir:
 - ✓ Include only brothers and sisters of the deceased heir who are **still alive and** those who **died after** the deceased heir.
 - ✓ Also include half-siblings who **share a parent** with the deceased heir.
 - ✓ If a sibling **has been adopted**, add him or her to the form.

- ✗ Conversely, if a sibling **has been given up for adoption**, do not include them on the form.
- **Nephews and nieces** of the deceased heir:
 - ✓ If the deceased heir's siblings predeceased them, enter their children on the form (meaning the deceased heir's nephews or nieces).
 - ✗ **Do not include** nephews and nieces whose parent (the deceased heir's sibling) is still alive at the time of the deceased heir's death.
 - ✗ **Do not include** nephews and nieces born after the death of the heir.

If there is no will or marriage contract and no declaration of heredity has been signed

The law has established a specific order for determining who inherits, based on family ties. Our team will analyze the family situation of the tobacco victim to determine the heirs.

In this section, you will be asked to list **all the family members you included** on the "Victim's estate" page. These questions are asked so that you know which family members should be included on this form.

If in doubt, enter the family member as a potential heir.

Here are some guidelines on how to enter **family members**:

- In response to the question "*Has this person renounced the tobacco victim's estate by notarial deed?*":
 - Only answer "yes" if the person refused the succession **and** signed a deed of renunciation before a notary. A renunciation must **be signed before a notary** to be valid.
- In response to the question: "*Has this person made a transfer of rights (or renunciation in favorem), by which they gave their rights in the estate to another person?*":
 - Answer "yes" only if this transfer of rights (also called "renunciation *in favorem*") was signed before a notary. The notarized document indicates the name of the person who was given the inheritance rights (for example, a parent).

Has a family member of the victim died after the tobacco victim? You must provide all the information concerning **their estate**:

- For the question: “*Please select the situation that applies to their estate,*” concerning a deceased family member:
 - Refer to the “Victim Estate” section above, which will provide you all the necessary information on the different types of estates. At this point, however, your answers refer to **the family member’s estate**, not to the tobacco victim’s estate.
- In response to the question “*Does the will specify that the compensation arising from the class action is bequeathed to a particular person or persons?*”:
 - Only answer “yes” only if the family member’s will specifically states that the compensation is bequeathed to one or more identified persons.

If any of the family members died after the tobacco victim, you must also include this family member’s heirs (heirs of an heir) on the form.

- The “heirs of an heir” are the persons who can benefit from the deceased family member’s share (their own “heirs”).

You need to enter these people **under** the deceased tobacco victim’s relative to distinguish the different levels of inheritance. You’ll need to do the same exercise for this branch of the family as for the tobacco victim’s estate, as if you were creating a family tree. Our team will also need to analyze this estate.

How do I add a family member’s heirs to the supplemental form?

- Once you’ve answered all the questions about the deceased family member, click on the “Submit” button at the end of the section.
- Once this person’s profile has been created, click on the small arrow to the right of the family member’s name and relationship, then on “Edit and fill in the rest of the information” to add the family member’s relatives.
- At the bottom of the family member’s profile, click on the “Add” button.
- A new box will open with questions similar to those you’ve just completed about the tobacco victim’s relative. Now you are answering these questions about the **heirs** of this family member.
- Complete this process for each heir of the tobacco victim’s family member.

Who should be listed as a family member’s heir?

- **If the deceased family member had a will, marriage contract or notarized declaration of heredity**, the persons named in the document as heirs should be entered on the form as “heirs of the heir.”

- **If the family member who died after the tobacco victim** did not have a will, marriage contract or declaration of heredity, the persons determined by law should be entered on the form.
 - The law has established a specific order for determining who inherits, based on family ties. Our team will analyze the family situation of the deceased family member to determine their heirs.
 - To allow us to carry out this analysis, please list the deceased family member's family members as follows:
 - You should think back to the time of the family member's death to describe the situation at that time. In other words, think of the deceased family member's family as if you were looking at a photo of their own family taken at the time of their death.
 - **If the deceased family member was married at the time of death**, enter their spouse.
 - ✓ If the deceased family member was married, but separated but not divorced, enter their spouse (despite the separation).
 - ✓ If the deceased family member was married, but separated without being divorced, and had a common-law spouse, enter their spouse (despite the separation and the fact that the deceased family member had a common-law spouse).
 - ✗ If the deceased family member was divorced, do not enter the former spouse.
 - ✗ If the deceased family member was divorced and had a common-law partner, enter neither the former spouse nor common-law partner.
 - ✗ If the deceased family member was never married, but had a common-law partner, do not enter the common-law partner.
 - **If the deceased family member had children**, you must include their children.
 - ✓ Only include living **children and** those who died **after** the deceased family member.
 - ✗ **Do not include** children who predeceased the deceased family member.

- Did the deceased family member have children who died **before them**? Did these children have children of their own (**grandchildren of the deceased family member**)? If so, please include these grandchildren.
 - ✓ If a grandchild **has been adopted**, enter them on the form.
 - ✗ Conversely, if a grandchild **was given up for adoption**, do not include them on the form.
 - ✗ **Do not include** grandchildren whose parent (the deceased family member's child) was still alive at the time of the deceased family member's death.
 - ✗ **Do not include** grandchildren born after the death of the deceased family member.
- If the deceased family member **had no children or grandchildren**, enter **their spouse, parents, siblings and nieces and nephews alive** at the time of the deceased family member's death. **Follow the instructions** below to find out how to enter them:
 - **Parents** of deceased family member:
 - ✓ Only include the parents of the deceased family member who were **still alive at the time of the deceased family member's death**.
 - ✓ If the deceased family member **was adopted**, only enter their adoptive parents.
 - ✗ If the deceased family member **was adopted**, do not include their biological parents.
 - **Siblings** of deceased family member:
 - ✓ Only include siblings of the deceased family member who are **still alive and** those who **died after** the deceased family member.
 - ✓ Also include half-siblings who **share a parent** with the deceased family member.
 - ✓ If a sibling **was adopted**, add them to the form.
 - ✗ Conversely, if a sibling **was given up for adoption**, do not include them on the form.

- **Nephews and nieces** of the deceased family member:
 - ✓ If siblings of the family member predeceased the family member, add their children (the deceased family member's nephews and nieces) to the form.
 - ✗ **Do not include** nephews and nieces whose parent (the sibling of the deceased family member) was still alive at the time of the deceased family member's death.
 - ✗ **Do not include** nephews and nieces born after the death of the deceased family member.



Here's a **video explaining** this part of the form:

<https://youtu.be/q72BYwgyvnE>



Payment information

In this section, you must select the desired method of payment: bank deposit or cheque.

Don't worry if you don't see this section: it's perfectly normal.

This section only appears **if the liquidator completes the form and the tobacco victim's estate account is open.**

In all other cases, payment **will be made by cheque** sent directly to the heirs according to their share and to the addresses indicated on the form.



Documents

In this section, upload the documents for your file.

Click on “Add files” and make sure you do not cancel your file upload. It is therefore important not to click on the “Cancel” button or the “X.”

When in doubt, you can send us any document you’re not sure about.

If you don’t have all the documents on hand, please finalize the claim form anyway, so as not to lose all the information you have entered. You cannot save your form and come back to it later.

You can send us the missing documents later via the secure document filing on our website: <https://www.recourstabac.com/depot-securise-de-vos-documents/>.

Rest assured: our team will analyze your file and contact you if there are any missing documents. By submitting your documents now using the form, you’ll help speed up the process.

- We will need the following documents relating to the estate:
 - 1) Death certificate from the Directeur de l’état civil. The statement of death provided by the funeral home is not accepted.
 - 2) Will searches from the Chambre des notaires du Québec AND the Barreau du Québec;
 - 3) the last will OR the marriage contract OR the declaration of heredity signed before a notary.
- In an estate without a will: if you have not signed a declaration of heredity before a notary, you will need to provide all the documents needed to establish the link between the tobacco victim and each of the heirs, as well as to prove the relationship between a deceased heir and their heirs, if applicable. For example, you’ll need to provide a birth certificate or marriage certificate.
 - Please send us the complete documents, with no partial or missing pages. Make sure they are legible.
 - If you don’t already have these documents in your possession, **here’s how to obtain them (including links to the right sites):**

- For the death certificate, request it from the Directeur de l'état civil: <https://www.etatcivil.gouv.qc.ca/en/certificate-copy/certificate-copy.html>.
- For will searches, request them from:
 - the Chambre des notaires du Québec (<https://www.cnq.org/en/the-chambre-and-your-protection/the-chambres-services/search-the-registers/search-for-a-will/>) AND
 - the Barreau du Québec (<https://www.barreau.qc.ca/en/wills-mandates/search/>).
- The will (or declaration of heredity) must be requested from the notary who drew it up. If the notary no longer practises, you can find these notarial deeds on the Chambre des notaires du Québec website under the heading “Find a notary,” by entering their name: <https://trouverunnotaire.cnq.org/en/find-a-notary.html>.
- **Other documents may be required**, for example, a judgment or minutes probating the will, a document appointing the liquidators, a notarial deed of transfer of rights, proof of renunciation of the estate, etc. In case of doubt, you can send us any document you are unsure of.



Here's a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/06/succession-va-documents.mp4>



Submit

In this last step, you must declare that the documents submitted are true and have not been altered. We understand that some information is provided to the best of your knowledge.

The registration form supplement **is not the official claim form**. The information you have provided will be used to prepare it.

You will be accompanied throughout the process, including when signing the claim form. The claim form will be signed before a Proactio Commissioner for Oaths after your file has been analyzed and prepared.



Here's a **video explaining** this part of the form:

<https://www.recourstabac.com/wp-content/uploads/2025/06/succession-va-soumettre.mp4>



Need more help?

Contact us at: tabac@proactio.ca

Call us at: 1-888-880-1844