

VĂN BẢN THỎA THUẬN PHÂN CHIA DI SẢN THỪA KẾ

Agreement on the division of inheritance · notarised · under the 2015 Civil Code and the 2014 Notarisation Law

①

THE DECEDENT (PERSON LEAVING THE INHERITANCE)

Ông NGUYỄN VĂN <SPECIMEN> (đã mất)

Giấy chứng tử số 00 SPECIMEN 00, UBND phường Xuân Tảo cấp ngày 5/2/2026 *Death certificate*

Căn 1804, THE LAKE VIEW <specimen>, KĐT Tây Hồ Tây, P. Xuân Tảo, Q. Bắc Từ Liêm, TP. Hà Nội *Last permanent residence*

THE HEIRS

Bà <SPECIMEN> THỊ B — vợ hợp pháp (được hưởng di sản)

Ông NGUYỄN <SPECIMEN> C — con trai (nhường quyền thừa kế) *Heir*

Bà NGUYỄN <SPECIMEN> D — con gái (nhường quyền thừa kế) *Heir*

CCCD 001 SPECIMEN 001 (người đại diện kê khai) *ID card no.*

②

THE INHERITED ESTATE AND TERMS OF DIVISION

- Estate: full ownership of apartment 1804, floor 18, net floor area 98.6 m², THE LAKE VIEW project, Tây Hồ Tây urban area, under Certificate no. CS 03158/2019;
- Legal basis: the decedent left no will; the estate is divided among the first-order heirs under Article 651 of the 2015 Civil Code;
- Agreement: two heirs cede their inherited share to the third heir, who will be recorded as sole owner;
- The receiving heir undertakes the registration of the ownership change (Certificate) and any liabilities attached to the estate (Article 615, 2015 Civil Code).

③

Heirs' declaration: Các đồng thừa kế cam đoan đã khai đầy đủ, đúng hàng thừa kế thứ nhất theo Điều 651 Bộ luật Dân sự 2015, không bỏ sót người thừa kế nào, hoàn toàn tự nguyện và chịu trách nhiệm trước pháp luật về nội dung đã thỏa thuận.

⑤

Văn bản đã được niêm yết công khai 15 ngày tại trụ sở UBND phường nơi thường trú cuối cùng của người để lại di sản trước khi công chứng, theo Điều 58 Luật Công chứng 2014.

⑥

Nếu sau đó di sản được các đồng thừa kế chuyển nhượng cho người nước ngoài (như trường hợp Ông JEAN <SPECIMEN> ALEXANDRE), bên mua cần đối chiếu văn bản này với Giấy chứng nhận trước khi ký hợp đồng.

CEDING HEIRS

Signature, full name

RECEIVING HEIR

Signature, full name

<SPECIMEN>

<SPECIMEN>

④

LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN · NOTARIAL CERTIFICATION

On this day, at the Notary Office, I, the undersigned notary public, certify that the declared heirs, of full civil-law capacity, voluntarily agreed on and signed this division of inheritance in my presence, after the 15-day public posting period had elapsed with no objection; their identities and signatures are as recorded.

⑦

Notary office: VPCC <SPECIMEN> · Notarisation no.: 00186/2026

Notary public: <SPECIMEN>

Notary-office verification · specimen

The *Văn bản thỏa thuận phân chia di sản thừa kế* (inheritance deed), point by point

Many apartments bought by foreigners in Hanoi have passed through an inheritance first. A division-of-inheritance deed is only safe when every heir is accounted for and the deed is properly notarised.

Check seven points. Markers ①–⑦ refer to the facsimile on the previous page. Specimen document — fictional data.

- 1 Parties — Người để lại di sản / Người thừa kế**

Identifies the **decedent** (with death certificate) and every **heir** in the first order of succession — spouse, parents, children.

RED FLAG An heir is missing from the list, or a hidden heir later comes forward.
- 2 Estate & division — Di sản thừa kế & thỏa thuận phân chia**

Describes the **property** (with its Certificate number) and how the heirs agree to divide it — including any heir who **cedes their share** to another.

RED FLAG No Certificate (GCN) reference, or the property is still mortgaged or disputed.
- 3 Heirs' declaration — Cam đoan của các đồng thừa kế**

The heirs **declare under their own responsibility** that the list of heirs is complete and that they act voluntarily.

RED FLAG No declaration clause — an heir omitted later can void the deed.
- 4 Notarisation — Công chứng**

An inheritance deed involving real estate must be **notarised** to be valid and registrable; the notarial block names the notary and office.

RED FLAG No notarial certification, or only a private signature without a notary.
- 5 Public posting — Niêm yết 15 ngày**

Before notarisation, the declaration must be **publicly posted for 15 days** at the commune People's Committee of the decedent's last residence (2014 Notarisation Law, Art. 58).

RED FLAG No proof of posting — the notary office should hold a posting certificate.
- 6 Resale to a foreign buyer — Chuyển nhượng sau thừa kế**

When an inherited apartment is later sold to a foreigner, the buyer should cross-check this deed against the **Certificate** and the new sale contract before signing.

RED FLAG Heirs selling before the Certificate has been re-registered in their name — a broken chain of title.
- 7 Authenticity — Số công chứng, quyển số**

Note the notarisation number and **verify it with the notary office** before relying on the deed.

RED FLAG A notarisation number the office cannot confirm.

SPECIMEN document for educational purposes — a simplified layout inspired by a notarised agreement on the division of inheritance under the 2015 Civil Code and the 2014 Notarisation Law, filled with fictional data. It is not an official document, has no legal value and reproduces no real seal. This is not legal advice: have any inheritance matter reviewed and notarised with a licensed Vietnamese notary and lawyer.