

The wording below is intended only as an example. You should consult your solicitor before writing a codicil. If you write on or amend your existing Will it could become invalid.

Codicil to an Existing Will

(Please complete as required, in BLOCK CAPITALS, and cross out those options not applicable)

I [full name].....

Of [address].....
.....

Declare this to be a (first/ second/ third) codicil to my Will dated.....

Please see guidance overleaf

In addition to any legacies given in my said Will I give to Elizabeth Finn Care, Hythe House, 200 Shepherds Bush Road, London, W6 7NL (Registered Charity Number 207812)

the sum of £.....

a% share of my estate* (see overleaf)

[a specific item].....** (see overleaf)

for its general purposes.

I declare that the receipt(s) of the Treasurer or other duly authorised officer shall be a full and sufficient discharge to my executors. In all other respects I confirm my said Will and any other codicils thereto.

Signed

Date.....

Signed by the above named in our presence and witnessed by us in the presence of him/her and each other.

Witness One

Signature.....

Name.....

Address

.....

.....

Occupation.....

Date.....

Witness Two

Signature.....

Name.....

Address.....

.....

.....

Occupation.....

Date.....

Changing your Will

If you have already made a Will and would now like to include a gift to Elizabeth Finn Care you can complete a codicil form, like the example overleaf. A codicil is a supplement to a Will and allows you to amend your existing Will without drawing up a new one.

We recommend that you consult a solicitor about any substantial amendments to an existing Will. It may well be better to have a new Will drafted to avoid confusion, particularly when amending residue. Please do not write on or amend your existing Will as it may invalidate it.

* If you wish to make a gift of a share of residue then almost certainly a new Will is needed to avoid confusion. A gift of the entire residue may be very significant and we recommend independent legal advice to avoid confusion or a challenge to the codicil

** It is worth identifying what should happen if the specific item is sold, for instance by adding 'or its sale proceeds' or 'or its replacement'

What do I need to do?

1. Complete a codicil form (but don't sign it until both your witnesses are present).
2. Ask two adults (of sound mind) to be witnesses. A witness cannot be anyone who is your executor or a beneficiary in your Will or any codicil (or anyone married to, or in a civil partnership with, a beneficiary or executor).
3. Sign the codicil in ink, using your normal signature, in the presence of both your witnesses
4. Ask both your witnesses to sign and complete their section of the codicil in the presence of you and each other
5. Send your completed codicil to your solicitor or the person who is looking after your Will

Please note

You and your witnesses should be together, in each other's presence, when you sign the codicil and the witnesses attest

Do not attach anything to your Will (such as paper clips or pins) as this may cause difficulties in proving your Will later on

Banks and solicitors do not usually charge for storing a codicil with an existing Will

Letting us know

If you would like to notify us of your gift to make sure that we don't send you unwanted mail please complete and return the attached form.