

# CODICIL

**PLEASE READ THE NOTES PRIOR TO COMPLETING THIS FORM**

I (full name) \_\_\_\_\_ of (full address)

\_\_\_\_\_

Declare this to be a (first/second/third) \_\_\_\_\_ Codicil of my Will dated \_\_\_\_\_

In addition to any legacies given in my said Will I give to Southampton City and Region Action to Combat Hardship (SCRATCH) registered charity number 1078344 of Unit 33 Mount Pleasant Industrial Estate, Southampton, Hampshire SO14 0SP

The sum of £ \_\_\_\_\_ or

\_\_\_\_\_ % share of my estate

To be used for its general charitable purposes and I declare that the receipt of The Treasurer or other duly authorised officer for the time being shall be a sufficient discharge to my Executors. In all other respects I confirm my said Will. In witness whereof I have hereunto set my hand this on

\_\_\_\_\_ (Day) of \_\_\_\_\_ (Month) of \_\_\_\_\_  
(Year)

Signed \_\_\_\_\_

Signed in the presence of: (Two witnesses which are not executors or beneficiaries)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_ of (Full address)

\_\_\_\_\_

Occupation: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_ of (Full address)

\_\_\_\_\_

Occupation: \_\_\_\_\_

## **NOTES ON CODICIL**

If you have already made a Will and wish to leave a legacy to SCRATCH simply complete the Codicil form. A Codicil is a supplement to your existing Will and there is no need to draw up a new Will.

We would always recommend that you seek the advice of your solicitor should you wish to make substantial amendments to your Will. When major changes are being made it is often better to write a new Will. Should you wish to give a percentage of your estate then it is advisable to seek the advice of your solicitor to help reduce the chances of there being any challenges to the Codicil.

When completing the Codicil do not sign it until you have two witnesses present. These should not be executors, spouses/partners of executors or beneficiaries of your Will. The witnesses must be of sound mind. Ensure that your witnesses complete their section of the form in the presence of each other.

Complete the Codicil in ink using your normal signature.

Send the completed Codicil to your solicitor or to the bank, wherever your Will is held. Generally they do not charge for a Codicil to be added to an existing Will.

If you have given a legacy to SCRATCH Charity please do let us know, it is important that we can thank you and ensure that no further legacy appeals are sent to you.