

CODICIL

If you already have a will, but now wish to include a gift to The Queen's College, all that you are required to do is to add a codicil to your existing will. It does not alter the original content of your will. After being witnessed, please send this completed form to your solicitor to be kept with your will.

CODICIL FORM

Please complete this form as required, in BLOCK CAPITALS, and send to your solicitor.

I (full name): _____

of (address): _____

declare this to be a (first / second / third) codicil to my will dated: *[date]* _____

In addition to any legacies given in my will, I give to the Provost and Scholars of The Queen's College in the University of Oxford (Reg Charity No. 1142553) (herein after called 'the College'):

- the sum of £ _____ (and in words) _____

to be used for:

*[complete **one** of the options below]*

- the area of greatest need
- other specific purpose: _____

I declare that the receipt of the Provost or other officer of The Queen's College shall be a good and sufficient discharge to my executors for the payment of the aforesaid legacy gift. In all other respects, I confirm my will and any other codicils thereto.

Signed: _____ Date: _____

Signed by the above named in the presence of the two witnesses below: (witnesses cannot be beneficiaries of the will; two witnesses are needed in England, Wales and Northern Ireland; one witness in Scotland.)

WITNESS ONE

Signature: _____

Name: _____

Address: _____

Postcode: _____

Occupation: _____

Date: _____

WITNESS TWO

Signature: _____

Name: _____

Address: _____

Postcode: _____

Occupation: _____

Date: _____

Once completed, this codicil form should be sent to your solicitor or the person who is looking after your will. Thank you for remembering the Queen's College by leaving a gift in your will.