

Codicil Form Information Document

If you have already made a Will but would like to change it to include a gift to Theodora Children's Charity, you can do this by completing a Codicil form. This saves the hassle of writing a brand new Will.

However, if you wish to leave Theodora Children's Charity a percentage of your estate rather than a specific gift, it is strongly recommended that you redo your Will rather than use a Codicil document.

Key factors to remember:

- It is important to check the Codicil with your solicitor or legal advisor
- It is important that the Codicil is properly signed and witnessed to ensure the document passes probate
- Witnesses must be over the age of 18 and of sound mind
- You have to sign the Codicil with two witnesses present
- Both witnesses must sign the document at the same time
- The witnesses don't have to be the same witnesses who signed your original Will
- Witnesses cannot benefit or be married to anyone benefitting from your Will
- Do not attach your Codicil to your Will, as any marks on your Will can invalidate them

We strongly recommend that you run your Codicil past your solicitor to make sure this ties properly with your Will. In addition, it would be a good idea to discuss your decisions with your next of kin and notify them that you are leaving a gift in your Will to a charity.

The Codicil can then be passed on to the person holding your Will and safely filed together.

A blank Codicil document can be picked up from a newsagent's, stationers or post office for just a few pounds. If you have any doubts or queries, we recommend you contact your solicitor.

If you would like to speak to a member of our team, you can call Amy on 020 7713 0044 or email amy.calcutt@theodora.org.

If you have decided to leave a gift to Theodora Children's Charity in your Will, we would love to hear from you. This will allow us to keep you updated with how your donation will make a difference and to thank you for your generous gift.

Registered charity number: 1094532

Phone: 020 7713 0044

Visit: www.theodora.org