

# Codicil Form



## Please keep this with (but not stapled to) your Will.


If you have already made a Will and now wish to add Great Lakes Outreach as a beneficiary, you can use this simple Codicil Form to make this addition. A Codicil is a supplement that alters or adds to an existing Will. Please keep your Codicil with your Will in a safe place. You don't need this form if you haven't yet made your Will. If you need help completing this form, please contact the GLO office for support.

I declare this is my first / second / third\* codicil to my last Will (\*delete as appropriate)


Will is Dated ..... Full Name .....

Address .....

Postcode .....

 Insert the date of your Will and your full name. Insert your full address and postcode.


**01** I give to Great Lakes Outreach, 1<sup>st</sup> Floor, Tower House, Latimer Park, Chesham HP5 1TU (Registered charity number 1097267) for its general charitable purposes:

 Insert the percentage of your estate or the amount of money using both words and figures e.g. ten percent (10%) / five thousand pounds (£5,000) ", or an item you wish to leave to Great Lakes Outreach

**02** In all other respects I confirm my said Will and any existing codicils thereto.

Signed ..... Date .....

Signed by the above named testator in our joint presence and then by us in his/hers.

 Sign and date in the presence of two independent adult witnesses.

### Witness 1

Name .....

Address .....

### Witness 2

Name .....

Address .....

Occupation .....


Date .....

Occupation .....

Date .....

Signed .....

Signed .....

 Your witnesses must insert their names, addresses and occupations and sign and date here in your presence.

**NB:** Your witnesses must be over 18 and must not be beneficiaries in your Will or their spouse or civil partner.

Send, or give, a copy of the Will and codicil (in a sealed envelope, if you prefer) to your executor or other trusted friend with a note indicating where the original is held. If you'd like to notify us of your legacy gift, please visit: [glo.org.uk/legacy](http://glo.org.uk/legacy).

**Tel:** 01494 766731  
**Email:** [info@greatlakesoutreach.org](mailto:info@greatlakesoutreach.org)

## Thank you for your support!