

RECOMMENDED WORDING

If you do decide you want to include Church Army in your Will, firstly, THANK YOU, we are very grateful. Any gift to Church Army will need to include our full name and address (Wilson Carlile Centre, 50 Cavendish Street, Sheffield, S3 7RZ) together with our charity number 226226 (England & Wales), SC040457 (Scotland).

If you do visit a solicitor to give instructions to them for the preparation of your Will they will deal with the wording of your Will but we have included below some standard wording, to give you an idea of what your Will will look like.

1. A specific legacy

"I give to Church Army (registered charity nos: 226226 and SC040457) of Wilson Carlile Centre, 50 Cavendish Street, Sheffield, S3 7RZ, absolutely, my"(name and description of the specific item in question, e.g. my Ford Fiesta and the registration number or my pearl necklace or the contents of my Natwest account, providing the account number), for its general charitable purposes and I direct that the receipt of the Treasurer or other duly authorised officer shall be a sufficient discharge to my executors."

2. A pecuniary legacy

"I give the sum of (in words) pounds (£..... in figures) to Church Army (registered charity nos: 226226 and SC040457) of Wilson Carlile Centre, 50 Cavendish Street, Sheffield, S3 7RZ, absolutely, for its general charitable purposes, and the receipt of the Treasurer or other duly authorised officer shall be a sufficient discharge to my executors."

3. A gift from the residuary estate

"I give, free of inheritance tax, all or [INSERT IN WORDS AND FIGURES A PERCENTAGE] % of the residue of my real and personal estate to Church Army (registered charity nos: 226226 and SC040457) of Wilson Carlile Centre, 50 Cavendish Street, Sheffield, S3 7RZ, absolutely, for its general charitable purposes, and the receipt of the Treasurer or other duly authorised officer shall be a sufficient discharge to my executors."

CODICIL

It may be that you already have a valid Will in place but that you wish to make some minor amendments to it, for example, a gift to Church Army, but do not want to go the expense of having a new Will drawn up. In these circumstances you can instead draw up a legal document called a Codicil, using the wording set out below. A Codicil is really only appropriate for relatively small amendments and so if you have larger amendments or a number of small amendments it may be more sensible to consider preparing a new Will.

A Codicil has to be signed and witnessed in the same way as a Will, to ensure it is valid. It must be signed in front of two witnesses who must both then sign in front of you and each other (although the rules for witnessing Wills & Codicils in Scotland are different). It is important to stress that a witness cannot be one of the beneficiaries named in your Will or married to one of the beneficiaries, otherwise it will invalidate the gift.

SPECIFIC AMOUNT

*"I, **INSERT FULL NAME**, of **INSERT FULL ADDRESS**, declare this to be a (1st, 2nd, 3rd etc.) Codicil, to my Will dated, **INSERT DATE OF WILL**, and to my Codicil(s), dated, **INSERT DATES OF PREVIOUS CODICILS**) (together "my Will").*

- 1. I give, free of inheritance, the sum of (**INSERT AMOUNT IN BOTH WORD AND FIGURES**) to Church Army (charity nos: 226226 and SC040457) of Wilson Carlile Centre, 50 Cavendish Centre, Sheffield, S3 7RZ, absolutely.*

- 2. My executors may pay or transfer any assets due to a charity to the person who purports to be the treasurer or other appropriate officer of such charity, and the receipt of such person shall be full discharge to my executors.*

- 3. If at the date of my death any charity named as a beneficiary in my Will is no longer in existence or is subject to a winding-up order, my executors shall pay the legacy to such other charitable body or bodies having the same or similar objects as my executors shall select.*

- 4. In all other respects I confirm my Will.*

SIGNED by the said testator)

in our presence & then by us in his/hers)

Witness sign.....

Print name.....

Address.....

.....

.....

Occupation.....

Witness sign.....

Print name.....

Address.....

.....

.....

Occupation.....”

RESIDUARY GIFT

“I, **INSERT FULL NAME**, of **INSERT FULL ADDRESS**, declare this to be a (1st, 2nd, 3rd etc.) Codicil, to my Will dated, **INSERT DATE OF WILL**, and to my Codicil(s), dated, **INSERT DATES OF PREVIOUS CODICILS**) (together “my Will”).

1. I leave, free of inheritance tax, the residue of my estate as to (**INSERT % IN WORDS AND FIGURES**) to Church Army (charity nos: 226226 and SC040457) of Wilson Carlile Centre, 50 Cavendish Centre, Sheffield, S3 7RZ, absolutely, free of inheritance tax, for its general charitable purposes.
2. My executors may pay or transfer any assets due to a charity to the person who purports to be the treasurer or other appropriate officer of such charity, and the receipt of such person shall be full discharge to my executors.
3. If at the date of my death any charity named as a beneficiary in my Will is no longer in existence or is subject to a winding-up order, my executors shall pay the legacy to such other charitable body or bodies having the same or similar objects as my executors shall select.
4. In all other respects I confirm my Will.

SIGNED by the said testator)

in our presence & then by us in his/hers)

Witness sign.....

Print name.....

Address.....

.....

.....

Occupation.....

Witness sign.....

Print name.....

Address.....

.....

.....

Occupation.....”