

# Form of Codicil

*(Please complete in block capitals and delete as applicable)*

I *(full name)*.....

of *(address)*.....

*(postcode)*.....declare this to be a first/second/third *(delete as appropriate)*

Codicil to my Will, dated and made the

*(day)*.....of.....*(month)*.....*(year in words)*

My Will shall be construed and take effect as if it contained the following clauses:

I wish that donations, in lieu of flowers, be given to The MEA Ramsay Research Fund

*(\*Strike out if you don't want this section to apply)*

I give, free of Inheritance Tax and all other fiscal impositions,

*(\*Strike out two of the following – those that don't apply – leaving in one of your choice)*

\*the sum of £.....

*(write first in figures and then in words as you would on a cheque)*

\*all of the residue of my estate

\*a .....% share of the residue of my estate

absolutely to The MEA Ramsay Research Fund of 7 Apollo Office Court, Radclive Road, Gawcott, Buckinghamshire MK18 4DF (The fund is the research arm of The ME Association, Registered Charity Number 801279), for its general purposes, and I direct that the receipt of the Treasurer or other duly authorised officer shall be sufficient discharge to my Executors.

In all other respects, I confirm my Will and any other Codicils thereto.

In witness whereof, I have hereunto set my hand this.....day of.....*(month)*

20.....*(year)* *(write day and month in words)*

**Signed by me** *(full name in Capitals)* .....

*(followed by your signature)* .....

as a *(first/second/third)*Codicil to my Will in our presence:

and then by us in his/her presence:

**First Witness** *(signature)*.....

Full Name.....

Address.....

Occupation.....

**Second Witness** *(signature)*.....

Full Name.....

Address.....

Occupation.....



***Please detach this sheet by tearing along the perforation. Do not pin it, staple it or attach it in any way to your completed Form of Codicil.***

## **NOTES TO FORM OF CODICIL**

### **Including The MEA Ramsay Research Fund in an existing Will**

- If you have already made a Will and need to make only a few changes, you can complete the Codicil above. A Codicil is a supplement to a Will, which changes or amends part of that Will. If substantial changes are to be made, we advise that you contact your Solicitor to draft a fresh Will to avoid any errors.
- Don't try to change or add anything to your current Will by crossing out or writing in new instructions.
- Keep the Codicil with, but not attached to, your current Will, in a safe place.

### **Signing and witnessing your Codicil**

1. Ask two people (not the executors, beneficiaries from your Will or their spouses) to witness your signature.
2. Sign the Codicil in ink, using your normal signature, in the presence of both your witnesses.
3. Ask the witnesses to complete their sections in full in the presence of you and of each other.
4. Send the completed Codicil to your solicitor or whoever is looking after your Will.



### **The MEA Ramsay Research Fund**

**7 Apollo Office Court, Radclive Road, Gawcott, Buckinghamshire MK18 4DF**

**Tel: 01280 818964 Email: [meconnect@meassociation.org.uk](mailto:meconnect@meassociation.org.uk)**

**Website: [www.meassociation.org.uk](http://www.meassociation.org.uk)**

**Registered Charity Number 801279**

