

# Codicil Form

## To add to an existing Will

If you already have a Will and would like to amend it to include a legacy to Nottingham Trent University, please complete this form, including your signature witnessed by two people who are not related to you or to any beneficiary mentioned in your Will. We recommend that the witnesses are not members of staff of the University. You should then send it to the person who currently holds your Will, either the executors or your solicitors, and ask them to store it with (but not stapled, clipped or pinned to) your Will. It would also be helpful if you could send a copy of the Codicil form for our records.

I (full name)

Of (address)

Declare this to be a Codicil to my Will dated (date in words)

Which is lodged with (address of Solicitor/Bank/Other)

In addition to any legacies given in my said Will I give to Nottingham Trent University, Burton Street, Nottingham NG1 4BU

The sum of (in figures and words) £

OR

a  % share of my residuary estate to be used for general purpose

or for the purpose of

*(Please complete the above as appropriate and cross out the options not required)*

I declare that the receipt of the Finance Director or other authorised officer of Nottingham Trent University shall be good and sufficient discharge to my Executors.

Signed by the above named  Date

Witnessed by the following persons who have signed their name in the presence of each other and the person named above:

Name Occupation Address
Signed Date

Name Occupation Address
Signed Date