

## **MAKING YOUR WILL**

**We are pleased that you have chosen us to help you to make your Will.**

**If you have an existing Will and we do not hold the original, please bring a copy of the Will with you to your appointment.**

**Making a Will can seem like a daunting prospect. To make sure everything runs smoothly, it would be useful if you could kindly give some thought to the points listed below before our meeting with you:**

- We will need your full names, your address and telephone number.
- We will need the full names of your children (if any) and their age, if under the age of 18 years.
- Please consider whom you wish to appoint as your Executors. These are the persons with responsibility for winding up your estate and distributing the assets in accordance with your Will.
- If your children are under the age of 18 years, please consider who you would want to look after them. These need not be the same people as your Executors.
- Consider whether you have any specific personal items which you wish to leave to anyone, such as jewellery. If so, please list the items ensuring that a full description is given.
- Consider whether you wish to leave any cash sums to a person or a charity.
- Consider whom you would wish to inherit the majority of your estate. If you would wish your spouse and children to benefit, what should happen in the event of all of them failing to survive you?
- We will need the full names and addresses of any persons you wish to benefit in your Will and if they are under 18, their age.
- Consider whether you have any specific wishes about your funeral. Would you prefer to be buried or cremated?
- Finally, we will consider the tax which may be payable on your death as we may be able to assist you in mitigating that tax liability. It will help greatly if you can bring with you a list of your assets with details of their approximate value

**These points are intended to help prepare you and give you time to think about some of the questions we will ask. Please do not worry if you cannot answer some of the questions, as we will discuss these points in detail with you when we meet and help you give consideration to these issues fully.**