

A simple guide to making a will

A will is probably the most important document you will ever sign and so we urge you to seek professional advice at all times.

WHY SHOULD I MAKE A WILL?

Nobody wants to think about dying, which is why three out of four of us have not made a will. Making a will is one of the most important things you can do to safeguard your family and ensure that after death YOUR wishes are carried out.

Making a will means that your loved ones will be secure. It also allows you to mark special friendships and provides an opportunity to remember favourite charities.

It may also allow you to avoid unnecessary taxes on your estate.

Put simply, a will is an effective and simple way to help the people and the causes you care about. The only way you can be certain that your money will go where you want it to go after your death is to make a will and keep it up to date. By taking action now you could divert the money that would be paid in tax to your family or to a charity instead.



THE FOUR SIMPLE STEPS TO MAKING A WILL

1. **Decide what you want to do**
2. **Choose a good solicitor**
3. **Choose Executors**
4. **Keep your will up to date and in a safe place**

As a local charity we rely on donations and at present **1 in 7 of our patients** is funded by a gift left to us in a will. We know that in the future the need for local hospice care will continue to grow as will our need for funds. When you make or update your will, and after providing for those you care for, we hope you will think about supporting the Hospice. Each and every gift, regardless of size, counts and all donations will help the families in our care to make the most of the time they have left together.

These are some of the ways you can choose to leave a gift to Katharine House Hospice in your will:
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- **A Pecuniary legacy - a sum of money, specified in your will.**
- **A Specific legacy - a certain item, perhaps some shares or jewellery, stipulated in your will.**

**If you have any queries please contact Head of Fundraising
Sarah Hulson-Beech: 01785 270808 or shulson-beech@khospice.org.uk**

FREQUENTLY ASKED QUESTIONS

Why make a will and is it expensive?

By making a will you can ensure that your wishes are followed after your death. Making a will is not as costly as many people think. A basic standard will should cost around £100.

Am I too young to make a will?

There is no restriction on the age when you can make a will.

What can I do if I don't have many possessions to leave?

All donations, whatever their size, really do help. Besides, you may think that you don't have much to leave but when the value of your home and contents, bank or building society accounts and pension benefits are all taken into account, you may be surprised by how much you have to offer.

Are there any taxes paid on a gift which I leave to a charity?

No – all gifts to charities are free of Inheritance Tax and Capital Gains Tax.

Small print:

Your solicitor will be able to provide you with advice specific to your circumstances. Currently the threshold for Inheritance Tax is £325,000 for individuals. Married couples and members of civil partnerships are able to transfer any unused allowance to a spouse or partner so that they can leave up to £650,000 before death duties are due

Can I change my will once it has been written?

You are free to change your will as often as you like. A simple change, such as adding Katharine House Hospice to the beneficiaries of your will, can be made using a Codicil. This is a legal amendment to a will, which needs to be signed and witnessed in the same way as your will. Your solicitor can give you advice about how to do this.

Is there anything else I can do to help through my will?

If you would like to help without leaving a gift to Katharine House Hospice you can specify in your will that anyone who wishes to make a donation in your memory should make it to Katharine House Hospice.

What information about Katharine House Hospice will I need for my solicitor?

You'll need to take to your solicitor details of our name, address and registered charity number, which are as follows: Katharine House Hospice, Weston Road, Stafford, ST16 3SB. Registered Charity no: 1011712.

e: fundraising@khospice.org.uk, t: 01785 270808, f: 01785 247803.

WHAT TO DO NEXT

If you have not made a will If you have made a will You will need to find a solicitor to take you through the process and write one with you. Family and friends may be able to recommend one for you; you can also find a solicitor through the Yellow Pages or the Citizens' Advice Bureau. You can also find one via the Law Society websites, see www.solicitorsonline.org.uk your will can be altered at any time by affixing a signed alteration called a codicil. Please contact your solicitor for further information on how to do this.



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