

Wording for a Will or for a Codicil to a Will

If you are drawing up your Will, a bequest or legacy would enormously assist the work of St Mary's Church. You should advise your solicitor of your wish when the will is being prepared.

If you already have an existing Will, additional bequests or other minor changes can easily be made by the creation of a codicil which is a formal addition to an existing Will.

(It is important that you do not attempt to change your existing Will by deleting or adding words. Nor should any attachments be made to an existing Will. Steps such as these are likely to invalidate your existing Will.)

If you wish to change your existing Will in order to leave a bequest to St Mary's through the use of a codicil, the following wording is recommended.

I**[Name]** of
.....**[Address]**

DECLARE this to be a First/Second/Third Codicil to my Will dated.....

NOW I hereby add to my said Will the following Clause

I GIVE the following pecuniary legacy free of Inheritance Tax to the Rector and Church Wardens of St Mary's Church, Speldhurst, Kent: the sum of £.....(.....pounds) and I direct that the receipt of any duly authorised officer of the said St Mary's Church shall be sufficient discharge to my executors / trustees.

In all other respects I confirm my said Will (and my previous Codicils dated).

Signed Date.....

TO BE COMPLETED BY YOUR WITNESSES

Signed by the above named in our joint presence and then by us in his / her presence.

FIRST WITNESS

.....{Name}
of.....
.....{Postcode}.....
{Occupation}
{Signature}

SECOND WITNESS

.....{Name}
of.....
.....{Postcode}.....
{Occupation}
{Signature}

Please ensure any Will or codicil entered into is properly executed. It is always better to seek the advice of a solicitor.

If you wish to use this form, please ensure that you sign it in the presence of two witnesses. They should not themselves, or through their spouses, receive any benefit from your will or the Codicil. Independent witnesses such as neighbours are best. Both witnesses must sign the form at the same time as you do. If you have any questions as to how a Codicil relates to your will, you should consult your solicitor. Once completed, a Codicil must be kept with your will but it would help if you informed the Church Wardens of St Mary's of your intentions.

The PCC of Speldhurst with Groombridge and Ashurst, of which St. Mary's Speldhurst is a constituent part, is a registered charity number 1128599

2009 Appeal Response Form

Please start by taking a moment to ask God for his guidance.

Then, please spend some time considering the content of the accompanying leaflet, your present financial situation and your response.

When you have completed the relevant form(s) please return them in a sealed envelope marked "2009 Appeal" either to church where it can be put in the collection bag, or pop it through the Rectory letter box in Southfields.

If you have any questions, or wish to speak confidentially to someone, please don't hesitate to contact Douglas Wren on 862821.

Please complete the Form below for all the relevant sections:

Name.....

Address.....

Post Code.....

Telephone Number.....Email:.....

1. I wish to make a single donation of £.....and enclose a cheque made payable to The Parochial Church Council, St.Mary's Speldhurst.
2. I have completed a Standing Order Form which is enclosed. (Pink Form)

Please also complete the Gift Aid Declaration below if it applies to your circumstances:

CHARITABLE GIVING, GIFT AID, DECLARATION FORM

I wish St. Mary's Church Speldhurst to reclaim tax on all my donations until further notice.

I confirm that I am a UK taxpayer and have paid/will pay income tax or capital gains tax of at least the amount of tax that St. Mary's can claim on any donation.

I note that I should advise the church treasurer if in future I don't pay an amount of tax that at least equals the tax deducted from my donations.

Signed Date

Name:

Address:

Telephone Number:

3. I propose to make a gift of shares to St Mary's. Will a member of the Finance Committee please contact me to discuss the arrangements on Tel:
4. I propose to make an interest free loan of £.....to St Mary's. A draft Loan Agreement is available. Will a member of the Finance Committee please contact me on Tel:
5. I am proposing to leave a Legacy to St Mary's in my will or by codicil.

I wish all sums given or lent by me to be used for the following purposes: (Please delete those which do not apply)

1. Any, at the discretion of the PCC. (This is preferred as it gives your elected representatives most flexibility)
2. For repairs to the roof.
3. For other structural repairs to the Church fabric and terrain.
4. For the dais.
5. For the Sound and Vision project.

LOAN AGREEMENT

This Agreement is made on.....2009.

The Parties are:

1. **The Parochial Church Council of the Ecclesiastical Parish of Speldhurst with Groombridge and Ashurst. Registered charity number 1128599** (The "PCC"), and
2.of.....
.....(The "Lender")

It is hereby agreed that the Lender will lend to the PCC the sum of £.....(.....pounds sterling) (the "Loan") on the following terms:

- A. The Loan is for an initial period of four years. However, if a request is made for earlier repayment the PCC will use its best endeavours to make repayment within a period of 90 days.
- B. The Lender will not be entitled to receive any interest, fees or other income in respect of the Loan.
- C. The PCC has the right to repay the Loan wholly or in part at any time and in multiples of £100
- D. The Loan is an unsecured obligation of the PCC and is not guaranteed or warranted by any member, now or future, of the PCC.
- E. It is acknowledged by the Parties that all sums lent under this Agreement will be used for the purposes of refurbishment or repairs to St Mary's Church, Speldhurst.
- F. The Agreement is assignable by the Lender.
- G. The Agreement may be amended at any time by the mutual agreement of the Parties.
- H. This Agreement is subject to the Laws and Jurisdiction of England.

PCC:

Signed.....Name.....Date.....

Signed.....Name.....Date.....

For and on behalf of the Parochial Church Council of the Ecclesiastical Parish of Speldhurst with Groombridge and Ashurst.

Lender:

Signed.....Name.....Date.....

Signed.....Name.....Date.....

Standing Order

To the Manager

..... Bank Plc
.....
.....

Please pay to: National Westminster Bank Plc
 89 Mount Pleasant
 Tunbridge Wells
 Kent TN1 1PX

Sort Code: 55-70-13
Account Number: 08224811

For the credit of: The Parochial Church Council, St Mary the Virgin, Speldhurst, Kent

The sum of: £..... (.....) amount in words

Commencing on: (dd/mm/yyyy)

And thereafter: (monthly, quarterly, annually etc.)

Until further notice. (or until)

Quoting reference: (to be completed by the PCC)

Please debit the under noted account with these amounts:

Account Name:

Account Number:

This instruction cancels/is in addition to any previous order in favour of the beneficiary.

Signature: Date