

## Giving instructions for your Will

Before we meet to discuss your Will, please consider the following points. It may be useful for you to make some notes which you can hand to us.

### 1. Assets and Debts

Make a list of your assets and debts. This will include your home, or your share of it, and your furniture, car, antiques, jewellery, and so on. You should also list bank and building society accounts, with approximate balances, and the value of any other investments, such as life assurance policies and pension benefits. Any money you owe, for example on a mortgage or any hire purchase agreements, or credit cards should be on a list of debts. It is important that we know whether or not any mortgage will be covered by life assurance in the event of your death.

### 2. Executors

It is essential that your Will appoints executors. These are the people who must sort out your affairs when you die. You should usually appoint at least two executors. It does not matter whether your executors benefit from your Will or not.

What is important is that your executors are people whom you trust to handle the responsibility involved. It is very common to appoint a spouse or partner as executor but it may be useful for a relative, family friend or professional to act instead, or in addition. The partners in Lester Aldridge LLP are always happy to accept appointment as executors. Whoever is dealing with your affairs after your death will probably need to employ solicitors to help them and it is often effective for the solicitors themselves to be the executors.

### 3. Guardians

If you have children under the age of 18 at your death, you can appoint guardians to act after your death. If your partner does not have legal parental rights for your children, you may wish

to appoint him or her as guardian. You may also wish to appoint guardians to care for your children if you both die. Where you are appointing guardians, it is essential that the guardians are aware of your wishes for each child's future.

### 4. Specific Gifts

Is anybody (for example, godchildren or grandchildren) to receive a specific sum of money or any specific assets, such as jewellery or particular pieces of furniture?

### 5. Charities

Do you wish to benefit any charities? Please remember any regular charitable payments will cease automatically on your death.

### 6. Who is to inherit?

You must consider who is to receive the bulk of any money, property or any other assets which you leave. If this is to be your spouse or partner, what is to happen if you both die together in a car accident? Alternatively, what if you and your children die together?

### 7. When are children to receive their share?

Are you happy for your children, or any other children who may receive gifts under the Will, to inherit outright at 18, or would you prefer them to be a little older, say 21 or 25?

### 8. Burial wishes

Is your body to be buried or cremated? Do you wish your body to be available for transplants or medical research? Have you any specific wishes about your funeral?

### 9. Names and addresses

You should bring with you a list setting out the full names and addresses of everybody to be referred to in your Will.

For further information, or to discuss your estate planning needs, please contact Barry Glazier, David Parkhouse, Richard Fairbairn, Ann Corke, Michael Norton, Dorothy Burton, Emily Copping, Natalie Gamble, Paula Weir, Mahendree Naidoo or Sarah Roberts of our Tax Trust and Wills team who will be pleased to help you.