Instructions to a Testator as to the legal requirements for executing a Will

1. You should read the document carefully to ensure that it accords with your wishes. **You MUST NOT sign the Will unless you understand the Will, it is in accordance with your wishes** **and you wish to proceed.**

2. Two adult (i.e. aged 18 or over) witnesses to your signature on the Will are required. You and the 2 witnesses should all be present together for all the signatures, i.e. both witnesses must be present when you sign the Will and you and both witnesses must all be present together when the witnesses add their signatures in the spaces provided for them.

3. Please note that neither of your witnesses can be one of the beneficiaries of your Will or the spouse or civil partner of a beneficiary. A blind person cannot be a witness either.

4. The witnesses need to know that they are witnesses to your signature of your Will, but they are not entitled to know the contents of the Will.

5. You should sign the Will in pen with your ordinary signature in the space provided for you at the end of the Will.

6. Each witness should write in pen his/her usual signature, full name in print, address, and occupation where indicated on the Will. It is necessary for us to have these details for the witnesses in case a dispute arises after your death as to whether the Will was properly executed, in which case it would be necessary for the witnesses to be contacted.

7. Nothing should be pinned, stapled, clipped or fastened in any way to the Will.

8. **The formalities for the execution of a Will are legal requirements. If these formalities are not followed exactly, the Will is not valid and will have no effect.**

9. **We accept no liability if the above formalities are not observed and the Will is thereby invalid.**

**PLEASE RETURN THE SIGNED AND WITNESSED WILL TO THIS OFFICE. WE WILL PROVIDE YOU A COPY OF THE ORIGINAL FOR YOUR REFERENCE.**