



CODICIL FORM

To add to an existing Will

It is very simple to include a bequest (gift) to Mentone Girls' Grammar School with an existing Will. This Codicil form should be completed with your signature witnessed by two people at the same time, using the same pen. The two witnesses who sign the Codicil with you should NOT be a member of your family or related to you in any way and should not be any other person who is mentioned in your Will (for example, a beneficiary or executor). Once completed, the original signed Codicil form should be handed to the person who currently holds your Will and ask them to retain it with your Will. If you are retaining the Will yourself, please put the signed Codicil form in the same envelope with it. **Mentone Girls' Grammar School always recommends you seek legal advice from your solicitor on making a Codicil to your Will. The information on this Codicil form is not legal advice to you.**

I, (full name) _____ of

(address) _____

Declare this to be a Codicil to my Will dated (date of your Will) _____

I give*

In all other respects, I confirm my Will.

Signed by the testator in our presence and attested by us both in the presence of the testator and of each other.

Signature Today's Date

Witnessed by the following persons who have signed their names in the presence of each other and of the person named above:

Name of Witness: _____ Name of Witness: _____

Occupation:

Occupation:

Address:

Address:

Signature:

Signature:

Please return Codicil Form to:

Roslyn Holloway (nee McHaffie – Class of 1990)

Advancement Manager

Mentone Girls' Grammar School

11 Mentone Parade

Mentone VIC 3194

E: rholloway@mentonegirls.vic.edu.au

T: +61 3 9581 1200

*Here is where you write the details of your bequest (gift). Please note that the word 'testator' includes both genders.