



MENTONE GIRLS'  
GRAMMAR

**CODICIL FORM**

**To add to an existing Will**

You may wish to make a bequest to Mentone Girls' Grammar School by making a codicil to your existing Will.

Before making a codicil, we urge you to seek independent professional advice from a solicitor. In some circumstances, it is better to update an existing Will than to prepare a codicil; but this is a matter to discuss with your advisors.

If, having obtained appropriate advice, you still wish to make a codicil, please complete this form, taking care to:

- Ensure that you provide the date of your current Will;
- Sign where indicated before two independent witnesses over the age of 18, using the same pen;
- The two witnesses 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 complete, the original signed codicil should be kept with your Will in the same envelope. If your solicitor or other person retains your Will, ask that the codicil and Will are stored together.

I, (full name) \_\_\_\_\_ of

(address) \_\_\_\_\_

declare this to be a codicil to my Will dated (date of your Will) \_\_\_\_\_

I give to MENTONE GIRLS' GRAMMAR SCHOOL FOUNDATION LIMITED (ACN 007 310 447)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*[E.g. Insert particular items, collections or assets; or "the whole of the residue of my estate"; or "x% of the residue of my estate"; or "the sum of \$x"]*

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.

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Signature

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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:

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Occupation:

Occupation:

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Address:

Address:

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Signature:

Signature:

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Please return Codicil Form to:

**Roslyn Holloway**

Advancement Manager

Mentone Girls' Grammar School

11 Mentone Parade

Mentone VIC 3194

E: [rholloway@mentonegirls.vic.edu.au](mailto: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.