

## How Do I Make A Will?

Making a Will is not as difficult or as daunting as you might expect. Here are a few simple steps to follow:

### 1. Choose a professional adviser

Often the best and most efficient way to make a Will is by consulting with a solicitor. If you don't already know of a good solicitor, a friend or relative may be able to recommend one. Alternatively you can call us here at Grove House and we will give you details of local solicitors known to us.

### 2. Work out the value of your estate

You can save time and money by working out the approximate value of your estate before you visit your solicitor. In legal terms, your estate is the total sum of all your property, money and possessions. You can use our simple Asset Calculator to work out the approximate value of your estate.

### 3. Think about beneficiaries

It may be helpful to draw up a list of all the people and/or organisations you would like included in your Will. This may be loved-ones, friends and any charities or other organisations you support.

### 4. Decide what kind of gift you want to leave

There are three main types of legacy; a pecuniary legacy, a specific legacy and a residuary legacy. In all cases, you are advised to speak to your solicitor who can help you decide on the best option for you. If you do decide to include Grove House in your Will, we have also provided you with a Will Wording form. You can take this to your solicitor who can then use this wording in your Will to save time and to make sure all the details are correct.

### 5. Choose your executors

You need to choose at least one – preferably two – executors for your Will. They will be responsible for ensuring the instructions in your Will are carried out as you requested. You can ask friends or relatives, even if they are people named in your Will. Or you may prefer to appoint a solicitor, accountant or bank, but do bear in mind that they will charge a fee, which will be deducted from your estate.

### 6. Have your Will witnessed

To ensure your Will is legally binding you will need to sign your completed Will in front of two independent witnesses. They must then also sign the Will in your presence. Your witnesses, and their spouses, cannot be beneficiaries of your Will.

### 7. Keep your Will safe and up to date

Once your Will is signed and witnessed you need to keep it in a safe place such as in a safe at home or at your bank. Always let your executors know where to find it. It is also important to keep it up to date. We suggest checking your Will every few years, or when your circumstances change, such as after a marriage or a divorce.