



# Leaving a charitable legacy in your Will.

## A simple guide



# Leaving a gift in your Will: seven simple steps

## 1. Arrange to see your solicitor

We recommend that you use a solicitor to ensure that your will is legally valid. If you don't have one, find one online via the Law Society <http://www.lawsociety.org.uk/choosingandusing/findasolicitor.law> or ask your family or friends to recommend one for you.

## 2. Assess your estate's value

Your estate is everything you own: your home, contents, shares and insurance - minus any outstanding commitments, such as a mortgage. This should give you an idea of how much you would like to leave and to whom.

## 3. Prepare the paperwork

If you are writing your will for the first time and decide to leave us a legacy, you will need to make a note of our exact details including our full name, address and charity number. These are: **Pancreatic Cancer Action**, The Crest Lodge, 54 Petworth Road, Haslemere, Surrey, GU27 3AU. Registered charity No. 1137689.

*If you are adding a bequest to Pancreatic Cancer Action in your existing Will, please complete the codicil document at the back of this guide.*

## 4. Choose what kind of legacy you'd like to leave

Decide whether you'd prefer to leave a residual, pecuniary or bequest of a specific item. Your solicitor will help you with this.

\*Please note that a residual legacy is the safest way to ensure your gift retains its value over time.

## 5. Let us know

Knowing your intentions enables us to plan for the future. It also allows us to say "thank you" in your lifetime. So please let us know if you are intending to leave us a gift in your Will.

## 6. Choose your executor

If you are writing a new Will, you will need to choose someone to be your executor. Their job is to carry out your wishes after your death. The task may be time consuming, so it's best to consult them first. It's also worth noting that for this reason most people name two executors.

## 7. Visit your solicitor

Your solicitor will discuss with you in detail the specifics of your Will. Once you are happy, all you will need to do is sign and date your new Will or codicil before two independent witnesses, who must also sign the document.

# Thank you.

**Your legacy will help save future lives and improve treatments for those affected by pancreatic cancer.**

# Your questions answered

## Why should I make a Will?

Although it might seem at first a little daunting, your Will is the only way to ensure your money, assets and belongings are distributed according to your wishes.

## What happen if I don't make a Will?

About 1 out of 5 people do not make a Will, assuming that their money and property will automatically pass to their loved ones. In fact, if you don't have a Will, your entire estate could go to the State. This can be distressing and even cause hardship for those left behind.

## When should I update my Will?

Your Will should reflect major changes in your life such as marriage, bereavement, divorce or the birth of children or grandchildren.

## How can I update my Will?

If you wish to make major revisions to your Will, your solicitor may have to alter your Will. If the changes are relatively simple, such as the addition of a charitable bequest, you need only add a codicil, a legally binding document that details amendments to your Will.

## What is a legacy?

A legacy is a gift of money, property or a valued possession that you leave to family, friends and the causes you hold dear.

## How can I leave a legacy to charity?

If you are writing a new Will, you need only give your solicitor the charity's details including their exact name, address and charity number. If you want to add a charitable bequest to an existing Will, simply complete a codicil such as the one at the back of this guide, and present to your solicitor.



**Early diagnosis of pancreatic cancer saves lives**



**Would YOU know what to look out for?**

\*Painless jaundice; upper abdominal pain; back pain; unexplained weight loss; a new diagnosis for diabetes without weight gain; extreme fatigue; indigestion that doesn't respond to prescribed treatment; Irritable Bowel Syndrome (IBS) (new-onset) in the over 50's; change in bowel habit; pale, smelly, floaty stools; loss of appetite; pain when eating; sickness and/or nausea

**Talk to your GP about pancreatic cancer if you have any of the above symptoms occurring on most days and are worsening**

[www.pancreaticcanceraction.org](http://www.pancreaticcanceraction.org)

\*All of the above symptoms can have multiple other causes which are not pancreatic cancer. See your doctor if you are worried about your health

Patron: Hugh Grant



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**Your legacy will help us ensure that early detection of pancreatic cancer is a reality - saving thousands of lives**

## What types of legacy are there?

### A Residual Legacy

Is all, or a percentage of, the remainder of your estate once all other bequests (such as to family and friends), outstanding taxes and other commitments have been taken into account.

### A Pecuniary Legacy

Is a gift for a specific sum of money.

### A Specific Legacy

Is the gift of a specific item of value such as property, jewellery or stocks and shares.

## Which types of legacies benefit charities most?

Residual legacies (leaving a share of your estate) rather than Pecuniary legacies (leaving a fixed sum of money) are generally more beneficial to charities as gifts through residual legacies are protected from the loss of value through inflation.

## Are there tax benefits?

A legacy to a charity may reduce the amount of Inheritance Tax due. Inheritance Tax is currently fixed at a flat rate of 40%. Your estate may be subject to Inheritance Tax if the value of your property and possessions come to more than £312,000. This excludes any money or property you leave to your spouse if he or she lives in the United Kingdom. **It also excludes any legacies to charity.** Your solicitor will advise you about current tax legislation.



**Pancreatic cancer is the 5th deadliest cancer in the UK**



**Yet it receives less than 1% of cancer research funding**

Please help us "change the numbers" for pancreatic cancer through awareness and increased funding

[www.pancreaticcanceraction.org](http://www.pancreaticcanceraction.org)

Patron: Hugh Grant

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**Pancreatic cancer is badly in need of funds. Your legacy could help us increase the amount of money available for research**

## Can I leave a legacy to fund a specific project?

We hope it will be a long time before we receive your legacy gift. In that time there's a chance we may already have raised the funds to complete a specific project. In such cases, we are legally bound to forfeit your gift and cannot use it to fund other projects. Therefore it is better for us when legacies are left for general charitable purpose rather than for a specific project.

# Your codicil for a bequest to Pancreatic Cancer Action

To add a bequest to Pancreatic Cancer Action in your existing Will, simply fill out the form below. Make sure that you sign it before two witnesses, neither of whom stand to benefit from your Will or this codicil. Once completed, you may wish to forward this document to your solicitor for checking. It should then be kept in a safe place together with your Will.

**Thank you for your kindness. Your gift will help save lives.**

## For you to complete

By this first (or appropriate number) \_\_\_\_\_

Codicil to my Will dated \_\_\_\_\_

I (full name) \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In addition to the provisions of my said Will, give to Pancreatic Cancer Action, The Crest Lodge, 54 Petworth Road, Haslemere, Surrey, GU27 3AU. Registered charity Number 1137689 the sum of:

Residual Legacy† \_\_\_\_\_%

Pecuniary Legacy £ \_\_\_\_\_

Specific Legacy (item) \_\_\_\_\_

for its general charitable purposes and I direct that the receipt of the Treasurer for the time being or other duly authorised officer shall be a sufficient discharge to my executors/trustees. In all other respects I confirm my said Will.

Signed\* \_\_\_\_\_

Date \_\_\_\_\_

## For your witnesses to complete

Signed by the alongside in our joint presence and then by us in his/hers.

### 1<sup>st</sup> Witness

(Mr/Mrs/Miss/Ms/Dr) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Occupation \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

### 2<sup>nd</sup> Witness

(Mr/Mrs/Miss/Ms/Dr) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Occupation \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\*In front of witnesses

†A percentage of your estate left after all specific gifts, debts, fees, taxes and other expenses have been paid