

## **Leaving a legacy to The University of Manchester – recommended wording for a will**

### **Wording for a new will**

Generally, the appropriate wording we suggest for your will would be: “I give unto The University of Manchester (exempt charity number XR82062) a % share [or a specific sum, or the whole of the residue of my estate] for [what the bequest is to be used for]. I direct that the receipt of the Registrar, or other proper Officer of the University, shall be a sufficient discharge to my executor.”

### **Amending your existing will**

Alternatively, if you have already made your will, you can add a codicil. For example: “I [full name] of [full address] declare this to be a codicil to my will made on [day/month/year of will]. In addition to the legacies given by me in my said will, I bequeath free of tax the sum of [amount] as a charitable legacy to The University of Manchester for [what the bequest is to be used for]. In all other respects I confirm my said will.”

A codicil must be signed and dated by you in the presence of two witnesses and left with your will. We would strongly encourage you to consult a solicitor, or other professional advisor before making or amending a will.

**Thank you for your interest in The University of Manchester and your support for its work.**

### **Further information**

If you would like to speak directly to someone in confidence about leaving a legacy to The University of Manchester, please contact Louise Hancock, Legacy Officer, on ext 57230 or email [louise.hancock@manchester.ac.uk](mailto:louise.hancock@manchester.ac.uk)

### **Existing bequests to UMIST or The Victoria University of Manchester**

If your current will already includes provision to UMIST or The Victoria University of Manchester there is no need to amend the wording unless you wish to change the purpose to which your gift will be put.