

Sample provisions for inclusion in a Will or Codicil

For a cash bequest

I give and bequeath the sum of \$....., free of all duties and deductions of any kind or description, to Haileybury Foundation of 855 Springvale Road, Keysborough 3173 for its general purposes. The receipt of an authorised officer of Haileybury Foundation will be an absolute discharge to my executors.

For an indexed amount (to cater for inflation in the intervening period)

I give and bequeath to Haileybury Foundation of 855 Springvale Road, Keysborough 3173, for its general purposes, the sum that is equal to the product of \$..... and a factor the numerator of which is the school fee payable in respect of a student in Year 12 at Haileybury College for the first term in the year of my death and the denominator of which is the school fee payable in respect of a student in Year 12 at Haileybury College for the first term in the year in which I have made this Will or Codicil. Such gift and bequest is made free of all duties and deductions of any kind or description. The certificate of an authorised officer of Haileybury Foundation as to the abovementioned factor, and the receipt of such an officer, will be an absolute discharge to my executors.

For a non-cash bequest

*I give and bequeath to Haileybury Scholarship Fund/Haileybury Building Fund/Haileybury Library Fund [choose whichever fund you prefer] of 855 Springvale Road, Keysborough 3173, for its general purposes, the following assets, namely, all my shares and marketable securities **and/or** my paintings by [insert name of artist] known as [insert names or descriptions] **and/or** the proceeds of my life insurance policy or policies (being policy or policies numbered with [insert name of insurance company]) **and/or** my stamp and coin collection **and/or** [insert description of other assets]. Each such gift and bequest is made free of all duties and deductions of any kind or description. The receipt of an authorised officer of Haileybury Foundation will be an absolute discharge to my executors.*

For a gift of real property

*I give, devise and bequeath to Haileybury Scholarship Fund/Haileybury Building Fund/Haileybury Library Fund [choose whichever fund you prefer] of 855 Springvale Road, Keysborough 3173, for its general purposes, all my real property at [insert address] **or** all my real property comprised in Certificate of Title Volume Folio , free of all encumbrances and free of all deductions and duties of any kind or description. The receipt of an authorised officer of Haileybury Foundation will be an absolute discharge to my executors.*

CODICIL

THIS CODICIL is dated the date of signature set out below, and is made by

(Name)

of (Address)

I amend my most recent Will by adding the following provision or provisions:

1. I give and bequeath the sum of \$..... (insert sum), free of all duties and deductions of any kind or description, to Haileybury Foundation of 855 Springvale Road, Keysborough 3173 for its general purposes. The receipt of an authorised officer of Haileybury Foundation will be an absolute discharge to my executors.
2. (Delete if inapplicable – if deleted the Will maker and each witness should initial the deletion:) In recognition of the effects of inflation, the sum referred to in paragraph 1 is to be increased so that my gift and bequest equals the sum which is the product of the sum referred to in paragraph 1 and a factor the numerator of which is the school fee payable in respect of a student in Year 12 at Haileybury College for the first term in the year of my death and the denominator of which is the school fee payable in respect of a student in Year 12 at Haileybury College for the first term in the year in which I have made this Codicil. The certificate of an authorised officer of Haileybury Foundation as to that factor will be an absolute discharge to my executors.

In all other respects, I confirm my most recent Will.

Signature of Will maker:

Date signed:

Signed by the above Will maker in our presence, and in the presence of each other:

Signature of first witness:

Printed name of first witness:

Address of first witness:

Occupation of first witness:

Signature of second witness:

Printed name of second witness:

Address of second witness:

Occupation of second witness:

Note: Witnesses must each be at least 18 years' old. Neither witness should be a beneficiary, or the spouse of a beneficiary, under the Will (as previously amended). The witnesses need not be the same people who witnessed the original Will.

The witnesses should both be present when the Will maker signs this Codicil, and they should both be present, with the Will maker, to witness each other signing this Codicil. It is desirable that the Will maker and both witnesses use the same pen.

The signed original of this Codicil should be placed for safekeeping with the signed original Will. However, it should not be stapled, clipped or otherwise attached to the original Will.