

Your Address

Line 1

Line 2

Line 3

Date

Address of your Solicitor

Line 1

Line 2

Line3

*Dear [ Solicitor ]*

*You may recall that you prepared a Will(s) for me / us [and that you are holding the Will(s) in safe-keeping]. I / We would now like to instruct you to make an amendment to my / our Will(s) to make provision for a gift to the Parochial Church Council of St Peter's Church, Ugborough in the diocese of Exeter.*

*The gift is to be of a fixed sum of £ xxx [to be increased in line with RPI]. The legacy is intended to take effect on the death of the first / second of us to die.*

*OR The gift is intended to take be a xx% share of the residuary estate on the death of the first / second of us to die. [ This residuary gift is to take effect only if we are not survived by our children, grandchildren or remoter issue. ]*

*I / We are happy for to leave it to you to advise whether these provisions should be incorporated into my / our present will(s) by Codicil or alternatively by amending and reprinting the present Will(s). You will no doubt have your own preferred form of words for such gifts and you may be aware of the guidance issued by the Church of England : [www.churchlegacy.org.uk](http://www.churchlegacy.org.uk)*

*Please let me / us know if there is any further information you require from us. I / We look forward to hearing from you.*

Yours sincerely