



The Coroners' Courts  
Support Service

## FACTSHEET: HOW TO MAKE A CODICIL

If you wish to update or amend your Will, it may not be necessary to make a completely new one – changes can often be made by means of a Codicil. This can be a cheap and simple way to make minor adjustments to a Will such as changing Executors or adding legacies. If you want to add a legacy (however large or small) to a relative, friend or charity, a short Codicil may well be all that is required.

A Codicil is simply like an appendix to a Will. The Codicil cross-refers to the original Will and gives details of the amendments or additions you want to make to it. The Codicil must then be executed in the same way as for the Will – i.e. signed with two witnesses (although the witnesses do not need to be the same people as the witnesses on the Will). The Codicil should then be kept with the original Will, and copies should be given to anyone who is holding a copy of the Will.

### **Form of Codicil**

I [full name] of [address]

Declare this to be a Codicil to my Will dated [insert date in words]

Specify the changes or additions of legacies.

Signed:

Dated:

[In the presence of two independent witnesses who have signed and dated the Codicil in the presence of each other and of the person making the Codicil]

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