



## How to Sign a Last Will & Testament

- 1 Every page of the Will / Codicil must be signed in full (not initials) by the Testator(s) and by two witnesses.
- 2 The Will / Codicil must be signed and dated on the last page which page should also contain the whole or part of the final clause of the Will.
- 3 The Testator(s) and the Witnesses must all sign in the presence of each other with no-one leaving the signing room until all signatures have been finalised.
- 4 The Witnesses should also print their full names and residential address next to their signatures on the last page.
- 5 Testators must be over the age of 16 years.
- 6 Witnesses must be over the age of 14 years.
- 7 People who are named as Beneficiaries, Executors, Guardians or Trustees (and also their spouses) must not act as a witness to the Will.
- 8 Additions or changes to a Will must be legible and must be signed in full by the Testator(s) and the Witnesses in the margin opposite the addition or change. Initials will not suffice. Changes to a Will should preferably be dealt with in a separate codicil.
- 9 It is preferable (unless circumstances prevent otherwise) for Wills to be signed in our office so that the appropriate formalities can be complied with. Failure to comply with formalities can result in an invalid Will.

