

## Standard Memorandum for Signing of Wills and Codicils

*(not part of the will)*

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Scrutinise the contents of the **Will** to make sure that it reflects your wishes and instructions with regards to the bequest of the assets of your estate.

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The testator / testatrix and the witnesses should sign two (2) copies of this Will, ie, there must be two originally signed documents. For your record keeping - purposes you should retain one document, whilst returning the other to our offices for safe - keeping.

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The testator / testatrix and two witnesses must sign each and every page of the Will with their usual full signatures where indicated at the bottom of the page (best practice). All the signatories must be present throughout the process of signing the will.

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A person is capable of signing the will as a witness when he / she is 14 years of age or older AND he / she is capable of witnessing in a court of law. A witness may not be an heir in terms of this will or a spouse of an heir. The appointed executor(s), trustee(s) and or guardian(s) (and or their spouses) can also not sign as witnesses.

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The testator / testatrix and the two witnesses must sign each and every page of the will with their usual full signatures (ie preferably not initials) where indicated on the page (best practice).

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The place & date of signature should be inserted on the last page in the attestation clause.

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Any deletion, addition, alteration or interlineation must be confirmed by the full signatures of the testator or testatrix and witnesses (best practice).

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If the testator or testatrix is incapable to sign the will on their own, please contact our offices and inform us of this fact so that we can explain the correct legal procedure to follow.

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