

LEAVING A LEGACY TO THE HERB SOCIETY

A simple guide

Many charities have secured their future ability to fund their work by setting up legacy schemes. The Herb Society (THS) is now looking to join them and, over time, inject stability into the funding of our charitable work and to promote the future of herbs in all their aspects.

What type of legacy may I leave?

The two main types of legacy are pecuniary and residuary but there are also specific bequests.

Pecuniary legacy is a set sum of money.

Residuary legacy is a percentage of your estate left after you have fulfilled specific bequests and covered any legal fees or charges. It is a popular way of giving because it does not need to be updated to account for changes in values and ensures that your other priorities have been fulfilled first.

Specific bequest can be of one or more items of any description - these can vary from a house or share of a house, to an item of jewellery or shares. The charity can then sell these items to fund its work.

Remember that as a registered charity, legacies to the THS are **free of inheritance tax**. For information on inheritance tax, go to the following website <http://www.hmrc.gov.uk/cto/iht.htm> but also ask for advice from your solicitor or tax advisor.

To help you we have prepared some sample wordings that you may wish to take to a solicitor. They include the essential information they need.

How do I leave a legacy?

You will need to make a Will. Including the THS in a Will is a straightforward way to support our charitable work and ensure its continuance. If you already have a Will, it simply involves adding a short paragraph known as a Codicil. We suggest that you contact a solicitor to help you with this.

LEGACY CLAUSE WORDING FOR ENGLAND AND WALES (in Scotland different forms of words are used but your solicitor will be able to give you the equivalents)

Pecuniary legacy

- 1) I give the sum of £---- (*amount in pounds*) free of tax to The Herb Society, Sulgrave Manor, Sulgrave, Banbury, Oxfordshire OX17 2SD (Registered Charity no 1003889).
- 2) I direct that the receipt of the duly authorised officer of The Herb Society shall be a sufficient discharge for my executor/trustees.

Residuary legacy

- 1) I give the whole of my real and personal property not hereby or by any codicil hereto disposed of after payment of my debts pecuniary legacies funeral and administration expenses and any taxes in respect of estate to The Herb Society, Sulgrave Manor, Sulgrave, Banbury, Oxfordshire OX17 2SD (Registered Charity no 1003889).

- 2) I direct that the receipt of the duly authorised officer of The Herb Society shall be a sufficient discharge for my executor/trustees.

Specific legacy/bequest

- 1) I give (*short description of property bequeathed*) free of all inheritance tax to The Herb Society, Sulgrave Manor, Sulgrave, Banbury, Oxfordshire OX17 2SD (Registered Charity no 1003889). Books and memorabilia on herbs are particularly welcome.
- 2) I direct that the receipt of the duly authorised officer of The Herb Society shall be a sufficient discharge for my executor/trustees.

ADDING A CODICIL TO AN EXISTING WILL

We have attached a sample form to allow you to do this. You may do this at your solicitor's office if you wish.

Remember that you must have two adult witnesses. No beneficiary or executor of your will can be a witness - nor can anyone who is married to, or in a civil partnership with, a beneficiary or an executor. You need not reveal what is in the Codicil to any witnesses unless you wish so to do.

The Codicil form must be dated and be signed in the presence of the two witnesses. They should also write their names, addresses and occupations on the reverse of the Codicil. You and the witnesses must be present together while each of you signs the Codicil. Keep the Codicil in a safe place ideally filed with your current Will but not attached to it.

A copy of your Will and Codicil should be given to your executor with a note indicating where the originals are held.

CODICIL

I (*full name and address*) of (*full address including postcode*) declare this to be a [first/second/third/or as appropriate] Codicil to my Will, dated and made the Day/month/year (*date of original Will*).

Please tick as appropriate:

Either: The following specific item(s), namely... [*detail of item(s)*]

and/or: The sum of £----- (*amount in pounds*) to The Herb Society, Sulgrave Manor, Sulgrave, Banbury, Oxfordshire OX17 2SD (Registered Charity no 1003889) for its general charitable purposes, and I direct that the receipt(s) of the duly authorised officer of The Herb Society shall be sufficient discharge of my Executor/Trustees

In other respects I confirm my Will and any other Codicils thereto.

Signature
Date

Signed by the aforementioned in our presence and witnessed by us in the presence of him/her and of each other

Witness One:

Name

Address (inc postcode)

Occupation:

Signature:

Date:

Witness Two

Name:

Address: (inc postcode):

Occupation:

Signature:

Date:

Remember that gifts to charities change lives and enable your own priorities to live on.

Thank you!

The Herb Society Ltd. (company number 3616880 England). Registered Office: Sulgrave Manor,
Sulgrave, Banbury, Oxfordshire OX17 2SD