

Leaving a gift by codicil

If you have already made a will, and would like to add Kellogg as a beneficiary, the simplest way to do this is by means of a codicil. The example wording below and overleaf can be used by you or your solicitor to amend your existing will to make a bequest to support Kellogg College.

A Sample Codicil

I: (name)	
of: (address)	
	Postcode:
declare this to be a (first/second) codicil to my will, dated:	
I give the sum of <i>(in figures and words, or % share of my residuary estate/specific item):</i>	
£	
to The Chancellor Masters and Scholars of the University of Oxford for the benefit of Kellogg College to be used for <i>(if indeed there is a specific use you would like to state):</i>	
Signed:	

This form needs to be witnessed. Please see overleaf for witness signatures and information required.

Witnessed by: *(two witnesses are needed in England, Wales and Northern Ireland; one witness in Scotland)*

Witness 1	Witness 2
Signature:	Signature:
Name:	Name:
Address:	Address:
Occupation:	Occupation:
Date:	Date:

For further information about how you can support Kellogg College, please contact our Development Director at:
development@kellogg.ox.ac.uk

Thank you

As background:
Kellogg College falls under the exempt charity status of the University, as it is not an independent College for charitable purposes. For this purpose, the registered address is The University of Oxford, University Offices, Wellington Square, Oxford OX1 2JD. Any future funds would come to the University via the Development Trust fund and would then be sent straight out to Kellogg College for the express purposes outlined in the Will.

Charitable status wording for your solicitor:
The University of Oxford Development Trust (OUDT) is an unincorporated charitable trust, which functions as the main vehicle for the receipt and allocation of gifts to the University of Oxford and its associated Colleges. The sole trustee of OUDT is the University itself. OUDT is an exempt charity, falling within paragraph 28(1) of Schedule 3 of the Charities Act 2011, and therefore has no charity registration number. It is recognised as a charity by HM Revenue & Customs, under tax claim number XN80595.