

## **Legacies in favour of the British Institute of Florence**

The British Institute of Florence, established in 1917, was the first of the British cultural institutes to operate overseas. It continues to offer English and Italian language courses, History of Art and a programme of cultural events in the Harold Acton library with no governmental support. We count on the generous support of donors, corporate, institutional and individual, to be able to continue our cultural activities.

If you have already made a Will and would like to add a bequest to the British Institute of Florence (Registered Charity No. 290647) you can use this codicil form. The codicil is suitable only for a cash bequest. Should you wish to make some other form of bequest (for example, leaving a percentage of your estate to the Institute), you should seek the advice of your solicitor.

Please note that any codicil must be signed and witnessed in the same way as a Will. That is, you must have two adult witnesses who are not related to you or to anyone who benefits under your will. They must both sign in the presence of you and of each other.

Once completed, the codicil should be stored with the original copy of your Will. We suggest that you check any alterations to your Will with your solicitor.

Please note that you must not affix anything to the codicil, by way of a paperclip or a staple, as to do so may prevent your executors being able to obtain probate of your codicil.

We can assure you that all bequests, no matter how small, will be very gratefully received!

If you have any queries please do not hesitate to contact me.

James Stewart  
Treasurer

Tel +44 (0)7792 791794

Email: [legacy@britishinstitute.it](mailto:legacy@britishinstitute.it)

**British Institute of Florence – Suggested Form of Codicil**

I, ..... (full name)  
of .....  
.....  
..... (full address)

declare this to be the First / Second / Third (delete as appropriate) Codicil to my last Will which is dated the ..... day of ..... (month) .....(year).

1. I give free of tax to the British Institute of Florence (Registered Charity Number 290647) the sum of £.....  
to be attributed to the Legacy Fund.
2. In all other respects I confirm my said Will.

As witness my hand this ..... day of ..... (month) .....(year).

Signed by the Testator/ Testatrix  
in our presence and attested by us  
in the presence of him/her and of  
each other .....

Witness Signature:  
.....

Witness Signature:  
.....

Witness Name: .....

Witness Name: .....

Address:  
.....  
.....  
.....

Address:  
.....  
.....  
.....

Occupation: .....

Occupation: .....

## British Institute of Florence Pledge Form

If you have included, or intend to include the British Institute of Florence in your Will it would help us when reviewing our plans to have an indication of your support. We would be most grateful if you could complete and return this form.

Name: .....

Address: .....

.....

.....

Daytime Telephone No.: .....

This is to notify the British Institute of Florence that:

- I intend to make provision in my Will
- I have already made provision in my Will

If you are happy to do so, please give us an indication of the likely value of your gift. This will assist us when planning the future of the Institute.

- Please tick if you wish your legacy to remain anonymous.