

## How to Help Sacramento Valley Coin Club Continue for Years to Come Include a Gift to the Club from Your Estate

An important part of your estate planning process is deciding how you would like to distribute your assets by using the instrument of your Last Will and Testament. One of your goals may be to leave some assets to a non-profit organization, such as the Sacramento Valley Coin Club. This form of donation is known as planned giving. Setting up planned giving in your will is a good way for you to leave a personal legacy and support a cause that has meaning to you.

Donating to the Sacramento Valley Coin Club can help sustain the club and touch the lives of the current and future members of the club – people that share your interest in furthering the purpose of the club. Your gift can make a difference that will help club members for years to come.

Of course, this is all your choice. This is only an option that your coin club is letting you know about. Should you choose not to make a gift to the club as part of your will, there is nothing you need to do and the club will not inquire as to your choice. If you do choose to make a gift, the amount you choose to give is also totally your choice. Any amount would be appreciated by the club. There is no need to inform the club as to any amount you might choose and no one from the club need know anything about your choice until the time that your estate is settled.

The Club has prepared a single page form that can act as an addition to your current Last Will and Testament. It is called a “codicil”. The document can be used to have a gift to the Coin Club included in the terms of your Will. This is just one easy way to make a gift to the Coin Club. If you have a family lawyer, you may want to discuss this possible gift with your family lawyer and, perhaps, change your Will in some other way, or choose not to change it at all.

Available on the Coin Club’s Web Site:

- Instructions for filling out a Codicil
- Codicil form for male members
- Codicil form for female members

Any Questions?

You may contact Patrick Carpenter, current Club Corresponding Secretary, at any club meeting.

## Instructions for Executing Your Codicil

1. Before signing your Codicil, be sure that you have read it and understand the document.
2. These instructions assume that you already have a Last Will and Testament. If you do, these instructions are meant to assist you in creating a legal addition to your will. This addition is called a codicil. If you do not currently have a Last Will and Testament, that may be something that you should be planning to do as part of your overall estate planning. If you are creating a first will, discuss with the people assisting you with the creation of that document, likely a lawyer, your desire to make a gift to the coin club as part of that document.
3. **Use the right form:** For Coin Club members who are male, please use the form that has (*SVCC codicil form for MALE members*) printed in the lower righthand corner of the form. For Coin Club members who are female, please use the form that has (*SVCC codicil form for FEMALE members*) printed in the lower righthand corner of the form.
4. **Your Signature:** To properly execute your Codicil, you will have to be present with your two chosen witnesses. You will have to tell them that the document you are all going to sign is your Codicil to your Last Will and Testament. You and your witnesses all have to sign the document in the presence of each other. You sign first, followed by the signatures of your witnesses.
5. **Witness Signatures:** After you have signed the document, your two witnesses must sign the document. In so doing they are acknowledging that they are witnessing your Codicil. They must sign in your presence. You should instruct your witnesses that they may have to appear before a court to verify that this process was completed and that you were of age and of sound mind at the time.
6. **Your Witnesses:** Your witnesses should be competent adults who are not receiving anything under your Codicil, therefore they cannot be current members of the Sacramento Valley Coin Club. Your witnesses' spouses also cannot be current members of the Sacramento Valley Coin Club.
7. **Storing your Codicil:** Store your Codicil with your Last Will and Testament in a safe place where your executor or personal **representative** will be able to locate it. You can make photocopies, but the original, which is signed and witnessed, will have to be produced before probate occurs.
8. **When to make a new will:** If you marry after making a will, you should make a new will. When other relevant changes occur in your life, you should review your will to see if it still reflects your wishes and is valid. If your will does not reflect your wishes, you should make a new will. When making a new will, the purpose of the Codicil you made about the gift to the coin club can be included in the text of that new will and so need not be done in the form of a codicil. After making a new will, the older will, and all copies of the older will, should be destroyed.