

REMEMBER
YORK THEATRE ROYAL

IN YOUR WILL



SUPPORT
YOUR THEATRE



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THEATRE
ROYAL



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Theatre has the power to transform people's lives and at York Theatre Royal we are always striving to expand our reach and provide the means for our whole community to have a lifelong engagement with us, no matter what their background or experience.

From our legendary pantomime to ground-breaking new plays, from our participatory projects with young people to our fantastic community productions, York Theatre Royal is the beating heart of our city's cultural life and you can help to safeguard this vital work for generations to come.

Whether you would like to support new productions, our education and outreach programme or simply want to ensure audiences can enjoy our work for years to come, leaving a gift in your will is a simple process, and would mean so much to all who enjoy our theatre.

We always recommend that you get legal advice before making any decisions but this guide aims to answer any questions you may have about leaving a legacy to York Theatre Royal.

Small or large, every gift left to the theatre will make a vital contribution to our work and our building for future generations to enjoy.



KEY POINTS ON UPDATING OR MAKING A WILL

1. Think about what you would like to leave

You should discuss this with your solicitor but it is useful to think about it beforehand. What you need to consider are the things that you own, such as your property, possessions and investments and the things you owe, such as your mortgage, loans etc. That will give you a clear idea about how much you have and who you'd like to leave it to.

2. Choose an executor

An executor is responsible for administering your estate; they can also be a beneficiary.

3. Talk to a solicitor or professional advisor

A solicitor will draft a will for you, if you don't already have one. A will is vital to ensure that everything you want done is carried out correctly. If you already have a will, a solicitor can easily add the information about your charitable gift by using what's known as a 'codicil'. We have provided a list of local solicitors in this pack.

4. How would you like to make your charitable gift?

After your loved ones have been provided for, you can look at charities that you would like to make your gift to, and how you'd like to do that. There are three usual ways of leaving a legacy gift:

- **Pecuniary bequest** - leaving a specific amount
- **Residuary bequest** - leaving a share of the amount left after all of your wishes have been carried out
- **Specific bequest** - leaving a non-money gift. This type of legacy allows you to leave a particular item or asset such as property, stocks and shares, jewellery or other valuable items to the name beneficiary to sell and utilise the proceeds

Many people choose to leave a percentage of their estate as it means that its value will not be affected by inflation.

5. Ensure the wording is legally sound

A solicitor will ensure that the wording used in your will is legally sound and cannot be misconstrued. To help, we've included some draft wording later in this guide.

6. Let us say 'thank you'

The decision to leave a legacy gift is a very personal one, and one that you may not want to share. However, we would love to say thank you to you for your generosity, and ensure you get to see exactly what and who you're going to be helping.

If you would like to let us know about your legacy gift, please contact the Development Manager on **01904 715460** or **fundraising@yorktheatroyal.co.uk** or return the response form at the end of the pack.

FAQS

Here are the answers to some of the most common questions we get asked about leaving a legacy gift.

How do I make a will?

It is always best to get professional advice from a qualified solicitor to include a legacy in a new will or to amend an existing one.

Can I avoid inheritance tax with a legacy to York Theatre Royal?

The inheritance tax threshold is currently £325,000. Inheritance tax is presently set at 40%. The only people who can benefit without your estate being liable to inheritance tax are legal spouses and charities. Leaving a legacy gift can reduce the amount your family have to pay in inheritance tax.

Should I give a copy of my signed will to anyone for safekeeping?

You can keep a copy of your will with your solicitor or bank, as well as holding a copy yourself. It is also useful to tell your executors where they can find the original. York Theatre Royal cannot hold original copies.

What shall I do if my circumstances change?

It is important to keep your will up to date. If your circumstances change, like moving house, additions to your family, changes in marital status etc. remember to update your will. It is recommended that you update your will every few years as they can quickly become out of date.

Can I choose what my legacy gift is spent on?

Yes you can. York Theatre Royal welcomes gifts that can be used by us in whichever area of our work has the greatest need at that time, but we are also very pleased to work with you to decide on a particular project that you are interested in supporting, such as our Youth Theatre, or our work with up and coming artists.

Can I leave a specific item to York Theatre Royal?

You can leave a particular item or asset such as property, stocks and shares, jewellery or other valuable items to York Theatre Royal for us to sell and use the proceeds to support our work.

What are the registered charity number and details to be included in a will?

Our registered charity name is York Citizens' Theatre Trust and number is 229396. Our address is York Theatre Royal, St Leonard's Place, York YO1 7HD.

Can you advise on appropriate wording to put into my will to include a legacy to York Theatre Royal?

We strongly advise that you use a qualified solicitor to amend an existing will or to include a legacy in a new will. The next page has some suggested wording which you can take to your solicitor.

SAMPLE WORDING FOR LEAVING A GIFT IN YOUR WILL

1. A straightforward gift for general purposes

Many legacies are for general purposes, allowing York Theatre Royal to use the funds where they're needed most.

If you'd like to leave a Pecuniary Bequest, you might find this wording helpful:

"I bequeath to York Citizens' Theatre Trust, York Theatre Royal of St Leonard's Place, York YO1 7HD, Registered Charity No. 229396 the sum of £..."

If you'd like to leave a Residuary Bequest:

"My Executors (these will be defined) shall divide the residue of my estate into equal shares and shall hold such shares as follows:

a) as to (specify number) such shares for York Theatre Royal of St Leonard's Place, York YO1 7HD, Registered Charity No. 229396 absolutely;

b) as to (specify number) such shares for (legatee) of (address) absolutely."

2. A gift towards a specific aspect of our work

If you are interested in supporting a particular aspect of our work, such as our Youth Theatre or our work with new writers or directors, then you can specify this in your will.

"I bequeath to York Theatre Royal of St Leonard's Place, York YO1 7HD, Registered Charity No. 229396 [specify sum or share of residue] to be used by York Theatre Royal at its discretion for or toward the [name of favoured project or area of work]."



ANY FURTHER QUESTIONS?

Writing or amending a will shouldn't be a complicated process, but if you have any queries or questions that you would like to discuss before speaking with a solicitor or professional advisor, we would be delighted to meet you and discuss your gift in person, in complete confidence. Or if you would like to come to the theatre to discuss how you would like your contribution to be used, we would love to hear from you.

Please contact the Development Manager on 01904 715460 or fundraising@yorktheatreroyal.co.uk

SOLICITORS

Newtons Solicitors Ltd.

1 Maple House, Wykeham Road
Northminster Business Park
York, YO26 6QW
01904-409071
info@newtons.co.uk

Lupton Fawcett Denison Till

Stamford House
Piccadilly
York, YO1 9PP
01904-611411
privateclient@lf-dt.com

Drivers Solicitors

56a Bootham
York, YO30 7BZ
01904-625661
info@drivers-solicitors.co.uk

Crombie Wilkinson

17-19 Clifford Street
York, YO1 9RJ
01904-624185
york@crombiewilkinson.co.uk

Ware & Kay

Sentinel House
Peasholme Green
YORK
YO1 7PP
01904 716000
law@warekay.co.uk



LEGACY GIFT RESPONSE FORM

If you have decided to include York Theatre Royal in your will, we would be very grateful if you would be able to let us know. We will treat this information in the strictest confidence and it is in no way legally binding.

- I have included York Theatre Royal in my will
- I intend to include York Theatre Royal in my will
- I would like to speak to a member of staff from York Theatre Royal.

Please call/email me on:

- I would prefer to make a regular or single donation.

Please send me how I can do this to:

- I would prefer not to be contacted

Please return this form to:

Development Manager
York Theatre Royal
St Leonards Place
York YO1 7HD

01904 715460 / fundraising@yorktheatreroyal.co.uk

Data Protection

Under the Data Protection Act, we have a legal duty to protect any information collected from you. Information collected by York Theatre Royal will be stored and processed in databases owned solely by York Theatre Royal. We will not provide any of your personal information obtained to other companies or individuals unless required to by law.

