

MEMORANDUM CONCERNING GIFTS

TO: [NAME OF EXECUTOR(S)]
SAMPLE

This is the signed memorandum which I refer to in my Will respecting the distribution of personal effects. I wish those personal effects listed below to be disposed of as follows:

>To my friend (relative, etc.) [NAME OF FRIEND (relative, etc.)]: my [NAME OF ITEM]

Note: Repeat as required for additional items

Dated: [INSERT DATE OF SIGNING]

ONLY

Signature

NOTE TO READER: This is a sample of a signed memorandum. The original should be entirely in *your own handwriting*. Your Memorandum can then be changed as many times as you wish and should be kept with your Will.