



# Your guide to leaving a gift in your Will

# Thank you for considering the NORTH Foundation

**By choosing to remember the NORTH Foundation in your Will, you are ensuring that our healthcare services and medical research programs continue to improve for future generations.**

We are honoured that you are considering leaving a gift in your Will to the NORTH Foundation. Your generosity and kindness are truly appreciated and we are grateful that you are looking for a way to contribute to the growth and sustainability of our healthcare services and medical research.

Leaving a gift in your Will to the NORTH Foundation is a way of ensuring that your legacy is true to your beliefs. By doing so, you will have a lasting impact on your family and the broader community.

Your gift will enable us to support, grow and improve our health services and medical

research, lessening the impact of chronic diseases and devastating illnesses.

This simple, step-by-step guide will show you how to leave a legacy gift to the NORTH Foundation, and answer common questions about making a gift in your Will.

If you have already included the NORTH Foundation in your Will, please let us know. We would love the opportunity to thank you for this incredible gift. We can assure you that we will respect your privacy at all times, and any information you provide will remain strictly confidential.



# Our beneficiaries



The **Adolescent and Young Adult Hospice** in Manly will be open in early 2023. This unique service will provide support to young adults with life-limiting illnesses, offering respite care, symptom management or end-of-life care.



The **Hornsby Ku-ring-gai Health Service** has been providing quality healthcare since 1933. It incorporates Hornsby Ku-ring-gai Hospital and six community health centres and continues to expand to meet increasing demand.



The **Kolling Institute** is the oldest medical research institute in NSW. For more than 100 years, our clinicians and scientists have been changing the lives of patients by directly translating their research into medical practice.



**Royal North Shore Hospital** was established in 1885 and is a major teaching hospital and trauma centre in NSW. The hospital cares for more than 1.1 million patients a year, which equates to one in every five people living in NSW.



**Ryde Hospital** was established in 1934 after strong lobbying by the community. It features inpatient, outpatient and community services, as well as the specialised Graythwaite Rehabilitation Centre which opened in 2013.

**These are some of the essential and amazing services that we are proud to support.**

# 6 easy steps to create your legacy gift

## STEP 1

### Speak with your friends and family about your intentions

Making or changing your Will is an incredibly personal decision, so you should discuss your intention to do so with your family and loved ones.



## STEP 2

### Choose what type of gift to leave

When leaving a gift in your Will to the NORTH Foundation you should consider what type of gift and impact you want to make. We have outlined the main types below for your consideration.

#### Specific bequest:

A specific bequest is a gift in your Will of a specified amount of money, shares or particular items of value. This may include property or shares.

#### Residuary bequest:

This is a gift of the whole or portion of whatever is left in your estate after all other gifts, taxes and costs have been paid or fulfilled.

#### Untied purposes:

A bequest for untied purposes allows the NORTH Foundation to fund the highest priorities of the NSLHD the time of the bequest arriving. Untied funding is crucial because it allows us to build a sustainable funding source to provide for bespoke projects and unexpected needs as they arise. The COVID-19 pandemic is a great example of untied funding being used by our hospitals to assist the community in a time of urgent need.

#### Identified purposes:

A bequest can be left to support a specific hospital, research institute or program that is part of the Northern Sydney Local Health District. When you make a bequest for an identified purpose, we are legally obligated to only use the bequest for that purpose. As our research and program priorities can often change over time, we encourage you to consider providing flexibility in the wording you use so that your legacy can continue to have an impact into the future for as long as possible.

### STEP 3

#### Choose your executor

An executor is the person you appoint in your Will to administer your estate, ensure your debts are paid and that your assets and possessions are attributed as you wished. You can select between one to four executors of your Will. These can be friends, relatives, your solicitor or bank. You can also get in touch with your local Public Trustee. The NORTH Foundation is unable to act as an executor of your estate.

### STEP 4

#### Enlist professional guidance

Your Will is an important legal document, and needs to be presented in the correct way and using the right language. A solicitor or Public Trustee can guide you through this process. We have also included some suggested wording in this booklet, which you can take to your solicitor, to help ensure the gift is in line with your wishes.

### STEP 5

#### Write your Will

Your Will must be in writing, include specific wording, and be signed and dated on every page. It is a good idea to include other personal decisions such as requests for funeral arrangements, so your executor can be sure these are carried out.

Your signature must be witnessed by two people who are not included as beneficiaries of your Will. The signatures of your witnesses must be on every page. Your solicitor can assist you with this step of the process.

### STEP 6

#### Store your Will in a safe place

You may choose to store your Will in a Safe Custody envelope at your bank, with your solicitor or with relatives. No matter where your Will is stored, always ensure your executors, and those who matter most to you, know where to find it. You should also keep a copy for your own records.

A photograph of a young family consisting of a man, a woman, and a baby. They are outdoors, smiling and looking towards the right. The man is wearing a dark green shirt, the woman is wearing a dark top, and the baby is wearing a blue jacket and tan pants. The background is a soft-focus green landscape.

Once you have completed these steps, please contact us so that we can assist you with the wording of your Will and personally thank you for your generosity.

# Key information for writing your Will

## How to amend your existing Will

If you have already written a Will, but would like to leave a bequest to the NORTH Foundation, you can do this by making an addition to your Will. This is called a codicil. This is a very simple process, which your solicitor will be able to assist you with. You should never change your Will by crossing out existing information.

## Keeping your Will up to date

It is a good idea to review your Will every few years, to ensure that it reflects any changes in your circumstances.

## Your solicitor may require the following details

NORTH Foundation

ABN: 15 652 292 423

CFN: 26241

Address: PO Box 4191 LPO Royal North Shore Hospital,  
St Leonards NSW 2065

### Please include this disclaimer

The following disclaimer will allow us to be flexible and prepare for the unexpected. It means that if a department changes its name, or a service ceases to exist, we can still allocate your gift to an area that most closely aligns with your intentions and intended purpose. Here is the disclaimer to include in your Will:

**'This gift is free of all expenses and duties of whatever kind. If at any time the NORTH Foundation or NSLHD considers that it is no longer possible or practical to carry out the stipulated gift purpose, the NORTH Foundation may apply the bequest to support a purpose that is most closely aligned to the original stipulated purpose.'**

### Suggested wording

Using the right wording in your Will is crucial to ensuring that we are able to allocate your gift in line with your wishes. For this reason, we ask that you use the below suggested wording:

#### 1 Untied Bequest – Support all NSLHD healthcare services and research

I **[insert name]** give to the NORTH Foundation (15 652 292 423) **[insert as appropriate]**

- (a) the sum of \$\_\_\_\_\_
- (b) \_\_\_\_\_% or \_\_\_\_\_ (fraction e.g. ½, ¼) of my estate
- (c) the whole of my residuary estate
- (d) the following property or item \_\_\_\_\_

to be used to support the priorities of the Northern Sydney Local Health District including any equipment, staffing, program, research and/or operating expenses.

#### 2 Semi-tied/Tied Bequest – Support a specific beneficiary

I **[insert name]** give to the NORTH Foundation (15 652 292 423) **[insert as appropriate]**

- (a) the sum of \$\_\_\_\_\_
- (b) the whole of my residuary estate
- (c) the following property or item \_\_\_\_\_

to be used to support:

- (a) Royal North Shore Hospital
- (b) Hornsby Ku-ring-gai Hospital
- (c) Ryde Hospital
- (d) Kolling Institute

to support **[insert if appropriate specific unit or department:\_\_\_\_\_]** their highest priorities including any equipment, staffing, program, research and/or operating expenses.

#### 3 Semi-tied/Tied Bequest – Support a specific research project and/or clinician

I **[insert name]** give to the NORTH Foundation (15 652 292 423) **[insert as appropriate]**

- (a) the sum of \$\_\_\_\_\_
- (b) the whole of my residuary estate
- (c) the following property or item \_\_\_\_\_

to be used to support **[insert research area name] \_\_\_\_\_ under the guidance of [clinician name] \_\_\_\_\_** being conducted within:

- (a) Kolling Institute
- (b) Royal North Shore Hospital
- (c) Northern Sydney Local Health District
- (d) Hornsby Ku-ring-gai Hospital
- (e) Ryde Hospital

The funds will support their highest priorities including any equipment, staffing, program, research and/or operating. The funds are not tied to the individual, but to the research being conducted.

# Bequest FAQs

## How can my bequest have the greatest impact?

The NORTH Foundation is extremely grateful for any gift you choose to leave; however, we generally recommend a residual untied bequest. This means that after your loved ones are taken care of, and your debts are settled, the remainder of your estate will be gifted to the NORTH Foundation. We will then distribute your gift to our beneficiaries to address their highest priorities. Our highest priorities often include providing greater community access to healthcare services, implementing patient wellbeing programs, purchasing vital equipment for departments, supporting the translation of research into clinical care and much, much more.

## Can the NORTH Foundation help me write my Will?

The NORTH Foundation is not able to assist you in writing your Will. We recommend you consult with a solicitor, or the Public Trustee in your state that offers Will writing services.

## Can I bequeath a property or personal item to the NORTH Foundation?

We gratefully accept items of personal property, such as real estate, jewellery or artwork, so long as you grant us permission to sell these items to allow the funds to support our beneficiaries.

## Can I leave my bequest to a specific doctor or clinician's work?

Leaving a bequest to a specific clinician might mean that it cannot be used in the future. Understandably, healthcare and research staff and priorities are frequently changing. For this reason, we encourage you to not tie a gift to a specific person but if necessary to a department or area. Having flexible funds is essential in ensuring that we can be agile and respond to the changing health needs of our community. Leaving an untied bequest is the most effective and impactful way to make a gift as it allows our healthcare services and researchers to address their highest priorities at that time.

## Are gifts of any size accepted?

Yes. It is an honour and a privilege to receive a legacy gift, regardless of the size. We can reassure you that no matter what kind of gift you leave, it will make a tangible impact and will be greatly appreciated by our healthcare staff and researchers.

## Who should I tell about my decision to leave a legacy gift?

We strongly recommend that you advise your loved ones of your decision to leave a gift in your Will to the NORTH Foundation. This will ensure your wishes are carried out.

### Please remember:

If you have left a gift in your Will, we would love you to let us know so that we can personally thank you for your incredible generosity and keep you up to date on our healthcare services and research.



Scan the QR code to be directed to our bequest page.





# Becoming a Northern Star

Our health and medical services are built on the generosity of caring members of our community – people like you.

By choosing to leave a legacy gift in your Will, you will become an important part of our journey and join a community of visionaries committed to improving our healthcare services and medical research for generations to come.

Our legacy donors are a special group of donors that we refer to as our Northern Stars - guiding the future of health care and medical research for years to come.

Become a Northern Star by telling us about your legacy gift and we will ensure that we keep you up to date about our services and the impact we are having in the community. We will also invite you to special events and share success stories related to your chosen beneficiary.

The form enclosed will help you take the next step to making a gift in your Will and leaving your legacy.

Thank you again for your incredible generosity and support of our services.

## Contact us

**We hope this information has been useful to you.**

If you have any further questions about leaving a gift in your Will, please feel free to contact the NORTH Foundation on:  
**(02) 9436 0162**  
[bequests@northfoundation.org.au](mailto:bequests@northfoundation.org.au)

**Your legacy can  
help guide the  
future of healthcare  
for our community.**



**NORTH Foundation**

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[www.northfoundation.org.au](http://www.northfoundation.org.au)