



LEGACY
for Education



KEARSNEY COLLEGE

Founded in 1921

.....

Seize the Day

Safeguarding what is important

Kearsney College has a proud record of providing an excellent education and good, solid values to thousands of boys since 1921. This fine institution has played an invaluable role in many families over the years and has produced a wealth of distinguished Alumni who have made a considerable contribution to our society.

One of the challenges facing Kearsney today is maintaining its world-class education, facilities and staff while keeping within reach of deserving boys from all walks of life. Kearsney has always been a school that has "walked with kings yet kept the common touch" and wishes to remain so.

What if you do not have a Will?

When it comes to a Will, anyone who is 18 years and older should have one. It is an essential way to provide for those who are important to you: loved ones, friends, and the building blocks of your life, such as educational and religious institutions.

Some people mistakenly believe that if you die intestate, or without a Will, that loved ones will inherit your Estate automatically but certain circumstances may prevent

One way of safeguarding the Kearsney legacy is to leave a legacy of your own. A bequest to Kearsney in your Will is a valuable way to make sure the school is equipped to face the 21st century and to ensure age-old traditions will be respected by future generations.

If you would like to leave Kearsney a legacy in your Will, this booklet will help with the practicalities. For further information, contact the Kearsney Legacy Society on foundation@kearsney.com

this. If they do inherit, long delays can be exceedingly frustrating and cause your family financial hardship before their Estate is wound up.

If you have no living relatives, the State could claim all your assets unless you specify who else should benefit.

Your Will is your last action. Make sure it benefits those who are important to you.

Drawing up your Will

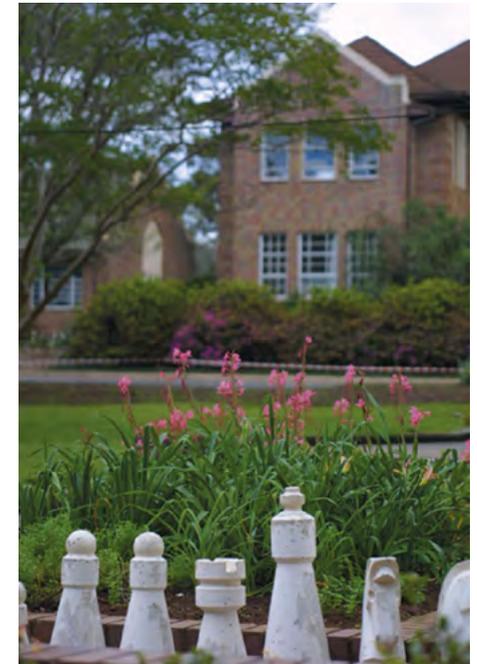
Whilst it is possible to draw up a simple Will yourself, there is no substitute for obtaining professional advice. Any lawyer, qualified banker or financial adviser will help you assess and structure your assets, so you can make the right decisions on how to bequeath them.

Before visiting your chosen professional, do your own preparation by listing full details of your Estate. A guide to this is on page 5. Other crucial decisions that you'll need to make are:

Naming an Executor: this would be someone you trust, who will be able to take control of your financial affairs, deal with the Court, and (most importantly) be willing to undertake the task. It could be your spouse, your attorney, your banker or even a close friend. Naming two Executors is wise, in case one of them is unable to act for you at the given time.

Naming a Guardian for minor children: if you have minor children, you will need to name the person who you are entrusting with their upbringing.

Specific details of bequests for disposal of your Estate: this means, who gets what, and how, and perhaps even why. In this list you may also want to include some philanthropic giving to Kearsney College.



Storing your Will

If your Will has been drawn up by your bank, attorney or financial adviser, the original could be lodged with that institution. It is a good idea to have a copy in a safe place at home for convenient reference. This way you can refer to the contents without having to trouble the holder to check if wording needs to be changed should circumstances alter.

You can also keep your original Will at home in a secure place such as a home safe, locked desk drawer or document box.

Whatever you decide make sure your Executor and someone in your family knows where to find your Will when it is needed.



Calculating the value of your Estate

Your 'Estate' comprises everything you own and everything you owe (i.e. assets and liabilities.) The total value of your Estate is the value left over after all debts, taxes and liabilities have been paid.

Here is a short table of assets and liabilities to help you calculate the value of your Estate:

Some common assets

Property: house, flat, land.
Household contents: furnishings, appliances, small goods.
Jewellery, antiques, art works.
Cameras/personal effects.
Motor vehicles, caravan, boat.
Savings and cash.
Investments.
Pension/life insurance policies.
Limited rights (usufructs).

Some common liabilities

Mortgage bond on property.
Bank overdraft and bank loans.
Motor vehicle lease/purchase repayment.
Credit card and other store cards.
Tax owing.
Hire purchase agreements.
Any outstanding loans or debt.



Will I have to pay Estate Duty?

Estate Duty is payable to the Government on all Estates over the SARS declared limit (ie: currently R 3,5 million, 2013).

If you own property or have life insurance policies and provident fund benefits, you will be surprised how quickly the value of an Estate exceeds this limit.

Any insurance policy paid directly to a beneficiary is dutiable. The same applies to a property which you might have sold shortly before your death and which benefits you or your heirs.

However, whatever you leave to your spouse is exempt from Estate Duty. The tax man will catch up when your spouse dies, if his or her Estate exceeds the SARS limit. So it makes sense to leave up to this limit to others, such as children or a trust, and leave the balance to your spouse.

Charitable bequests are also exempt from Estate Duty and are deducted from the Estate before the Duty is calculated. If you can reduce your Estate to below the SARS limit, you will avoid paying any Estate Duty.

Good Estate planning can be complicated. Consult with experts who may advise you to set up one or more trusts to administer your money.



Leaving a bequest

What is a bequest?

Quite simply, a bequest is a gift drawn from the sum total of your final assets, designated to go to a particular person or organisation after your death.

Once you have taken care of the people closest to you, you may want to leave some additional bequests to your favourite organisations. Perhaps even to Kearsney College?

By giving Kearsney a gift in your Will, you will help us continue to provide boys with a world-class education of which they will always be proud.



A bequest can take many forms:

A specific sum of money

This is the simplest bequest, but makes no allowance for the effects of inflation, or the possibility of changes in the value of your Estate.

A percentage of your Estate

This will ensure a fair distribution of your Estate regardless of any changes.

A life insurance policy

A life assurance policy that is no longer needed may be ceded elsewhere, such as to the Kearsney College Trust or to a new policy taken out with a specific beneficiary named.

A residue of the Estate

You can leave an organisation the 'residue' of your Estate – whatever is left over after family and friends have been considered.

Specific items of value

Anything of worth can be left as a bequest – property, art, jewelry, antiques, motor vehicles, shares, etc. If you have property or assets in a foreign country that you would like to bequeath, bear in mind they are normally governed by the laws of that country. Your legal advisor will be able to guide you.

How to make a bequest

Should you choose to acknowledge Kearsney in your Will or codicil, it is important to refer to our legal name, which is: **Kearsney College Trust**. Bequests should be clearly worded in a legal document (preferably in your Will or in a codicil).

There are many ways to phrase a bequest in your Will, but for simplicity, a specific bequest should be worded along these lines:

'I give the sum of R..... (or item/s specified) to Kearsney College Trust, P O Botha's Hill, 3660, KwaZulu-Natal, and I further direct that the receipt of the honorary treasurer or other proper officer for the time being shall be a full and sufficient discharge for the said legacy.'

For a residuary bequest, it should be worded as such:

'Subject to the payment of my debts, funeral and testamentary expenses, I give (insert the word 'all' or x percentage) of the residue of my Estate not otherwise disposed of by this my Will to Kearsney College Trust, P O Botha's Hill, 3660, KwaZulu-Natal, and I further direct that the receipt of the honorary treasurer or other proper officer for the time being shall be a full and sufficient discharge for the said legacy.'



Using your Will to leave a legacy of education

By leaving a bequest to Kearsney College, you will keep alive the pride and the passion for the school. A school where boys learn so much about life, where they forge friendships to last a lifetime and discover what it means to be part of something that is greater than themselves.

You can add a legacy gift to an existing Will, to benefit Kearsney College, by:

- Completing a codicil form.
- Signing it in front of two witnesses or Executor who do not stand to benefit from your Will or this codicil.
- Having it checked for correctness by your lawyer, accountant or financial advisor.
- Placing it in a sealed envelope, with your Will (but not pinned, stapled or clipped to it).



In doing so, we thank you for helping Kearsney College uphold our standards into the future.

Adding a bequest to your Will

If you already have a valid Will, and wish to add one or more extra bequests, this can usually be accomplished by a simple codicil.

Like the original Will, the codicil is best drawn up professionally, correctly worded, and witnessed by two people.

Never cross out or add anything to your existing Will. This may invalidate the entire document. Neither should you pin or staple additional pages onto the Will, simply keep the codicil in an envelope with your Will, and ensure your Executor knows where it is kept.



Codicil sample

Please use block letters

By this first (or other number) codicil to my Will dated
I (full name)
of (address)

.....
in addition to the provision of my said Will bequeath to Kearsney College Trust,
P O Botha's Hill 3660, KwaZulu-Natal
(description of bequest)

.....
And I direct that the Treasurer for the time being or other duly authorised
officer shall be a sufficient discharge to my Executor/Trustees.
In all other respects I confirm my said Will.

Signed (in front of witnesses)
Date

For completion by your witnesses

This codicil has been signed by the above in our joint presence, and then by us
in his/her presence.

1st Witness (Mr/Mrs/Miss/Ms)
Surname/Initials
Address

.....
Occupation
Signature
Date

2nd Witness (Mr/Mrs/Miss/Ms)
Surname/Initials
Address

.....
Occupation
Signature
Date

Checklist for drawing up your Will

- List all your assets and liabilities. Collate details of property, bank account numbers, insurance policy numbers, etc.
- List any particular items that you may want to leave to someone. These might include antiques, pieces of jewellery, artworks, vehicles or anything else.
- List all your chosen beneficiaries and their contact details.
- Choose an Executor to manage your Estate. Approach this person for their willingness to undertake this task. Banks, firms of attorneys or accountants will act as Executors for a fee.
- If you have minor children, choose a guardian for them. Approach that person for their willingness to take up this important role.
- Decide who is to draw up your Will and make an appointment for a meeting. Sometimes it will take more than one meeting to finalise matters before a Will can be completed.
- If you wish to make a charitable bequest, get full details from the organisation as to the correct wording.
- Decide on any personal wishes, perhaps relating to your funeral or memorial service.



KEARSNEY COLLEGE

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www.kearsney.com