

ABOUT YOUR WILL *Information for Clients*

Storing Your Will

Now that you've made your Will and had it properly executed, you need to keep the original of your Will in a safe place:

- You should store your Will in a metal box so that it is protected from fire and flood. The box should be locked. Or file it in a metal file cabinet in your home.
- You should advise your personal representative (Trustee/Executor named in your will) of where the original will and your other important papers are stored. We have provided you with an envelope to give your Executor a photocopy of your Will.
- Ideally you should store the original Will and other important documents in a safety deposit box at the bank
- If you do store your Will in a safety deposit box at a bank, it is a good idea to take your Executor into the bank with you and have them co-signed on the box. That way they can get into the box quickly and easily when they need to.

Wills Notice

You can and should file a notice of the location of your will (a "**Wills Notice**") at the Wills Registry maintained by the BC **Vital Statistics Agency**.

Please note that you do not file the original or a copy of the will with the Wills Registry. You simply complete and file a **Wills Notice** with them, which will tell anyone searching the Wills Registry that a Will for you does exist, and where they might locate it.

When it comes time to 'probate' (prove) your Will with the court, your Executor must do a search of the Wills Registry as part of the probate process. It is not necessary to have a **Wills Notice** filed for the probate process to be successful, but the search is a mandatory part of the probate process whether a Notice has been filed or not.

We enclose a copy of the registration form for filing a Wills Notice with the Wills Registry. Present cost is \$17.00. You can also register electronically online at: <http://www.vs.gov.bc.ca/wills/file.html>