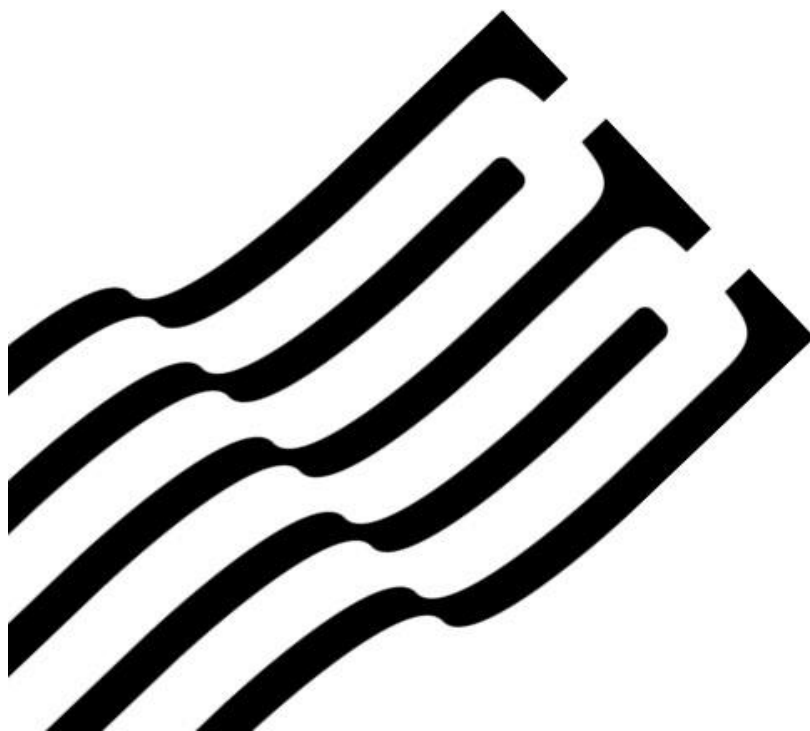


**HOW TO LEAVE A GIFT IN YOUR WILL TO
THE EDINBURGH INTERNATIONAL BOOK FESTIVAL**



**Edinburgh
International
Book Festival**
Legacy Giving

Thank you for your interest in leaving a gift in your Will to the Edinburgh International Book Festival. A Will ensures that your loved ones are taken care of and that your wishes are carried out when you die.

We would be extremely grateful if you would consider leaving a gift to the Edinburgh International Book Festival in your Will and hope that the following information will help guide you through the process. We also strongly recommend that you speak to your lawyer to ensure that your Will is properly drafted in accordance with your wishes.

There are three main types of gift you can leave in your Will.

A pecuniary legacy

This is a gift of a specified sum of money. Gifts of this nature are paid before the balance of your estate is distributed.

A specific legacy

This is a gift of a specific named item of any nature (ranging from a property, car, painting etc). Gifts of this nature are again paid before the balance of your estate is distributed and are generally paid free of the expenses of transfer etc (dependent on your specific wishes).

A residuary gift

This is where you set aside all or a specific proportion of your remaining estate after payment of legacies and debts/funeral expenses. Care needs to be taken to ensure that charitable gifts of this nature do not bear a proportion of inheritance tax and specific advice should be taken on this point.

Each of the above gifts can be subject to specific conditions/restrictions if appropriate. It is of course our preference that we be given discretion to use any gift where it is most needed at that time, however, we would be happy to discuss this with you in more detail should you wish to do so.

Suggested wording

It is extremely important that your gift reaches the correct recipient and that your executors are given sufficient discretion to effect your wishes. The following represents some sample clauses:-

"I direct my Executors to pay the sum of [specific amount] to the Edinburgh International Book Festival (Scottish Charity No. SC010120) having its registered office at 5a Charlotte Square, Edinburgh EH2 4DR. Declaring that in the event that the said charity has changed its name or ceased to exist (by virtue of amalgamation, reconstruction or otherwise) my Executors shall make over the entitlement to such charitable body or organisation with purposes or objects similar to the Edinburgh International Book Festival as my Executors may think fit. The receipt of a responsible official of the said Edinburgh International Book Festival shall be a full and sufficient discharge for said legacy."

"I direct my Executors to convey/transfer my [specific item] to the Edinburgh International Book Festival (Scottish Charity No. SC010120) having its registered office at 5a Charlotte Square, Edinburgh EH2 4DR. Declaring that in the event that the said charity has changed its name or ceased to exist (by virtue of amalgamation, reconstruction or otherwise) my Executors shall make over the entitlement to such charitable body or organisation with purposes or objects similar to the Edinburgh International Book Festival as my Executors may think fit. The receipt of a responsible official of the said Edinburgh International Book Festival shall be a full and sufficient discharge for said legacy. The expenses of transfer shall be borne by the residue of my estate."

"I direct my Executors to pay the whole residue of my estate to the Edinburgh International Book Festival (Scottish Charity No. SC010120) having its registered office at 5a Charlotte Square, Edinburgh EH2 4DR. Declaring that in the event that the said charity has changed its name or ceased to exist (by virtue of amalgamation, reconstruction or otherwise) my Executors shall make over the entitlement to such charitable body or organisation with purposes or objects similar to the Edinburgh International Book Festival as my Executors may think fit. The receipt of a responsible official of the said Edinburgh International Book Festival shall be a full and sufficient discharge for said legacy."

As noted earlier specific advice regarding taxation should be obtained when leaving a specific share of residue to charity.

Charitable Giving - The benefits for you

If you choose to recognise the Edinburgh International Book Festival in your Will the gift will be completely free from inheritance tax. Additionally, if the gift exceeds 10% of your net estate, your entire estate will be eligible to pay inheritance tax at rate of 36% (rather than 40%). The calculation is complex and it is recommended that you seek advice from your lawyer if you wish to ensure that your estate is eligible for the reduced rate of inheritance tax.

