

Will Execution Checklist

In order that your Will is valid under Ontario Law, it must be executed according to the following strict rules. Failure to follow these steps may make your Will invalid.

Please initial this checklist as you follow the steps to ensure that you are correctly executing the Will.

DATE OF SIGNING

ITEMS	Initial
<p>1. You and your two witnesses must be:</p> <ul style="list-style-type: none"> a. Present in the room at the same time; and b. Able to see one another execute the Will. <p style="text-align: center;">No one should leave the room during the entire process.</p>	<div style="margin-bottom: 10px;"><input style="width: 40px; height: 30px; border: 1px solid black;" type="text"/></div> <div style="margin-bottom: 10px;"><input style="width: 40px; height: 30px; border: 1px solid black;" type="text"/></div>
<p>2. The witnesses must be at least 18 years old.</p> <p>It is imperative that <u>neither</u> of the witnesses is a <u>beneficiary</u> under the Will or the <u>spouse</u> of a beneficiary.</p> <p>a. Witness 1</p> <ul style="list-style-type: none"> i. Name: _____ ii. Home Address: _____ iii. Email Address: _____ iv. Occupation: _____ v. Not a Beneficiary: <input style="width: 30px; height: 25px; border: 1px solid black;" type="checkbox"/> vi. Not the Spouse of a Beneficiary: <input style="width: 30px; height: 25px; border: 1px solid black;" type="checkbox"/> 	<div style="margin-bottom: 10px;"><input style="width: 40px; height: 30px; border: 1px solid black;" type="text"/></div>

<p>b. Witness 2</p> <p>i. Name: _____</p> <p>ii. Home Address: _____</p> <p>iii. Email Address: _____</p> <p>iv. Occupation: _____</p> <p>v. Not a Beneficiary: <input type="checkbox"/></p> <p>vi. Not the Spouse of a Beneficiary: <input type="checkbox"/></p>	
<p>3. You and the two witnesses are in the same room for the entire signing process.</p>	<input type="checkbox"/>
<p>4. You - insert the date in the space indicated on the last page of your Will.</p>	<input type="checkbox"/>
<p>5. You - Initial date insertion. (anywhere near the handwritten date)</p>	<input type="checkbox"/>
<p>6. You - Initial bottom right corner of all the pages of the Will.</p>	<input type="checkbox"/>
<p>7. You - Sign the last page of the Will on the line provided for this purpose using your normal signature. (Normal Signature = the signature you would use for a cheque- you don't need to sign with middle names if you don't normally do so).</p>	<input type="checkbox"/>
<p>8. First Witness - Initial bottom right corner of all the pages of the Will.</p>	<input type="checkbox"/>
<p>9. First Witness - Initial date insertion on the last page near your initials.</p>	<input type="checkbox"/>
<p>10. First Witness - Sign the last page of the Will where indicated and print his or her name and address.</p>	<input type="checkbox"/>
<p>11. Second Witness - Initial bottom right corner of all the pages of the Will.</p>	<input type="checkbox"/>

12. Second Witness - Initial date insertion on the last page near your initials.	<input type="checkbox"/>
13. Second Witness - Sign the last page of the Will where indicated and print his or her name and address.	<input type="checkbox"/>
14. Execute only 1 original Will (no copies).	<input type="checkbox"/>
15. Keep the original Will in a safe place.	<input type="checkbox"/>
16. Send our firm a copy of the signed Will and this checklist.	<input type="checkbox"/>

Please contact our firm with any questions.