



Willwriting Academy Limited

Trinity Point – New Road – Halesowen – B63 3HY

Telephone: **08456 444261**

Email: **courses@willwriting-academy.org.uk**

Company limited by guarantee

Company Registration: 6795501

www.willwriting-academy.org.uk

Willwriting in Practice

A 3-day Intermediate Course

Tuesday, Wednesday, Thursday 1st, 2nd, 3rd, December 2009

London Business Innovation Centre (London BIC) EN3 7XU

Led by Sue Ioannou, the course is intended to expand on the theory covered by the course books and introductory course by developing practical skills, so that students will be able to successfully implement their technical theoretical skills into real life situations.

Course Contents:

- 1) Financial considerations when choosing a Guardian
- 2) Funeral Wishes
- 3) Specific Gifts and Legacies
- 4) An Introduction to Will Trusts
- 5) Trustee Powers
- 6) Attestation Procedures
- 7) Preparing for an Appointment
- 8) Demonstration Role Play – Taking Instructions from a Client
- 9) Practical Role Plays – Taking Instructions from Clients
- 10) Demonstration Will Drafting
- 11) Practical Will Drafting – Drafting Wills from Instructions taken from Clients

Student Members - £489 per person

Non-Members - £614 per person

Fee includes:

Course Manual: A Basic Guide to Willwriting by Sue Ioannou

Text book: Parker's Modern Wills Precedents (6th ed)

Refreshments & Buffet Lunch

Premier Inn (Room only) accommodation available @ £75.00 pp pn



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IPW Willwriting in Practice Course – Enfield

Tuesday, Wednesday, Thursday – 1,2,3 December 2009

London Business Innovation Centre, Enfield EN3 7XU

Booking Form

Mr/Mrs/Miss/Ms* First Name..... Surname.....

Company (if applicable).....

Address.....

..... Postcode.....

Telephone..... Fax.....

Mobile: Email.....

Please reserve ____ place(s) on the Willwriting in Practice Course £
on 1st , 2nd , 3rd December 2009 @ £489/£614* per person
(inclusive of course manual, Parker’s Modern Wills Precedents,
refreshments and lunches) _____

Please reserve ____ Room only accommodation for the night of Mon 30th November 2009
@ £75 pp pn _____

Please reserve ____ Room only accommodation for the night of Tues 1st December 2009
@ £75 pp pn _____

Please reserve ____ Room only accommodation for the night of Wed 2nd December 2009
@ £75 pp pn _____

Total _____

Please advise of any special dietary requirements/preferences:

.....

Signed:..... Date:.....

Student Members £489.00 Non-Members £614.00 *Please delete as applicable

Please return this form along with payment in full **by Friday 20 November 2009**

Please make your cheques payable to ‘Willwriting Academy Ltd’ and send to:
Willwriting Academy Ltd, Trinity Point, New Road, Halesowen, West Midlands, B63 3HY
or pay by credit/debit card by booking through the Willwriting Academy website:
www.willwriting-academy.org.uk

Booking confirmation and will be sent on receipt of full payment.

Willwriting Academy Cancellation Policy: For bookings cancelled more than 14 days before the event, a full refund less £25.00 administration fee will be given. No refunds will otherwise be made.