

Request for copy or withdrawal of Will by Testator

Public Trustee

To request a copy or to withdraw **your** Will currently in safekeeping in the Public Trustee's WA Will Bank, please complete this request form. Send the original form and required **certified** identification by post to:

Attention: Securities Officer, Public Trustee, 553 Hay St PERTH WA 6000

Alternatively, bring your completed form and your identification to our office between 8:30am-4 pm (Mon to Fri). Please note: If you attend in person, we cannot retrieve your Will on the same day as your request. You can choose a return appointment to collect your Will or your Will can be mailed to you.

Testator details (circle): Mr, Mrs, Ms, Miss, Dr

Surname: _____

Given name: _____

Middle name: _____

Address:

Suburb: _____

State: _____ Post Code: _____

PO Box:

Suburb: _____

State: _____ Post Code: _____

Telephone (home): _____

Telephone (work): _____

Telephone (mobile): _____

Email address: _____

Date of Birth: _____ / _____ / _____

Date of Will (if known): _____ / _____ / _____

Full name of requestor _____

Signature of requestor _____

Date of request _____

Office Use _____

MATE ID _____

Identification sighted Yes No

I request a copy of my most recent Will that the Public Trustee holds

I request to withdraw my most recent Will that the Public Trustee holds.

Other, please provide details.

Please provide reason for request for our records (continue over page, if required)

Collection Method

Send documents to my Address/ PO Box

Release documents in person, at an **arranged appointment time**.

To request a copy or withdrawal of your Will, you will need to provide: Current identification for the testator as referred to in the Public Trustee Identification Requirements list. If documents are sent by mail, identification must be certified by an appropriate person.

In limited circumstances, a third party may receive a copy of or withdraw your Will, they will need to provide: A Letter of Authority signed by the testator or appropriate proof of authority and reasons for the request; and

If Letter of Authority is provided, also provide current identification for the testator as referred to in the Public Trustee Identification Requirements list. If documents are sent by mail, identification must be certified by an appropriate person; and

Current identification for the collector as referred to in the Public Trustee Identification Requirements list.

Will be collected by _____

(Signature)

Will collect on (Date): _____

