



**ADDITIONAL INFORMATION ABOUT
LEAVING A LEGACY
TO ENGLISH NATIONAL OPERA**

CONTENTS:

- HELP US TO PLAN OUR FUTURE
- ENGLISH NATIONAL OPERA
- MAKING A WILL
- ASSETS / LIABILITIES
- TYPES OF BEQUEST
 - A Specific Bequest
 - A Pecuniary Bequest
 - The Residuary Estate
- HOW TO CHANGE YOUR WILL
- WORDING A BEQUEST TO ENO
- WORDING A CODICIL TO INCLUDE A BEQUEST TO ENO
- INHERITANCE TAX

HELP US TO PLAN OUR FUTURE

English National Opera depends on legacies to support the future development of its work. Every bequest we get is gratefully received and of direct benefit to our audiences and performers.

ENGLISH NATIONAL OPERA

English National Opera was founded by Lilian Baylis as the Vic-Wells (later Sadler's Wells) Opera. After almost forty illustrious years at the Sadler's Wells Theatre, Islington, the Company moved to its present home at the London Coliseum in 1968, becoming English National Opera in 1974. Lilian Baylis's vision was of a company offering the public the highest quality performances sung in English at affordable prices - principles which remain at the heart of ENO's philosophy today.

ENO is a unique ensemble of singers, conductors, musicians, directors, technicians and administrative staff, working together all year round and united by a passionate belief in their Company's identity and purpose. ENO prides itself on nurturing young British talent and offering generations of performers and directors the opportunity to develop into world class artists. Past bequests have supported the training of young singers and ensured that they get the support they need during the crucial early stages of their careers.

Accessibility is a key part of our mission and as a result of this, ENO is where many people experience their first opera. We rely on private donations including bequests to keep ticket prices down thereby enabling us to retain our accessibility. Because of our belief in opera being available to everyone, ENO now serves a loyal audience of over 350,000 people a year who identify closely with the Company, its individual performers and its artistic mission.

ENO also runs a full time education and outreach programme called the Baylis Programme which ensures that school children and those in the wider community benefit from involvement with the Company and its work. The Baylis Programme develops awareness of opera and encourages creative activity as well as enabling its participants to attend ENO performances free of charge. Many of our educational initiatives are funded by individuals and trusts and there are many projects that bequests could support.

By making a bequest to ENO, you can ensure that the Company's pioneering work is safeguarded for future generations of opera lovers to enjoy.

MAKING A WILL

The point of making a will is to provide security for your family and friends. Once you have done this you may feel you would like to make a contribution to one or more of your favourite charities. By doing this, you can demonstrate your commitment to good causes and in the case of ENO acknowledge the enjoyment you have derived from our work during your lifetime.

Making a will is a relatively straightforward procedure and need not be expensive. However, it pays to do some initial preparation.

1. It is advisable to have a will drawn up by a solicitor who will ensure that it is legally valid. Most solicitors will quote a fixed fee for advising you and preparing a straightforward will. Banks and accountants also offer a will-making service.
2. Before you seek legal advice, it is worth collecting your thoughts and working out what you own, its value and to whom you want to leave it to. A form is attached to help you with this.
3. It is important to appoint executors as they will take responsibility for tying up your affairs after your death. Most people appoint two executors - usually a member of their family and a professional. Ask their agreement first, as this is a job that requires attention to detail and a certain amount of tact. If a professional acts as your executor, they will charge a fee.
4. Two non-beneficiaries must witness your will. Staff in your solicitor's office will be able to do this.

It is a good idea to leave your will with your solicitor and to keep a copy with your other legal documents at home in a place where they can be easily found.

ASSETS

Property

Your home _____
Second home _____

Household contents

Furniture _____
Antiques _____
Paintings etc. _____
Jewellery _____
Car _____
Other items of value _____

Financial

Bank accounts _____
Building Society _____
Stocks and shares _____
National Savings _____
Premium Bonds _____
SAYE _____
Unit trusts _____
Business assets _____
Trust funds _____
Other financial interests _____

Insurance

Pension _____
Endowment policy _____
Life assurance _____

TOTAL ASSETS _____

LIABILITIES

Mortgage outstanding _____
Loans _____
Hire purchase _____
Overdraft _____
Credit Cards _____
Other _____
Income and Capital _____
Gains tax due _____

TOTAL LIABILITIES _____

<u>TOTAL</u>			
	TOTAL ASSETS		_____
		-	
	TOTAL LIABILITIES		_____
	TOTAL ASSETS TO LEAVE	=	_____

TYPES OF BEQUEST

Your solicitor can advise you on the different ways in which your assets can be distributed and make sure that your intentions are expressed in correct legal terms.

There are three main ways of making a bequest:

A Specific Bequest

This is the gift of a particular item or items such as a house to a named individual or organisation. You may make several such bequests in your will.

A Pecuniary Bequest

This is the gift of a stated amount of money, usually best index-linked for inflation, to a named individual or organisation. You may need several such bequests in your will.

The Residuary Estate

This is the balance of all your money and possessions after any specific and pecuniary bequests, expenses, debts or liabilities and inheritance tax due have been paid.

Many people choose to leave the residue of their estate to charity. Once you have made adequate provision for your family and friends in your will, the residue of your estate provides an excellent way to continue to support your chosen causes.

HOW TO CHANGE YOUR WILL

Changing your will is very straight forward, but it needs to be done correctly to ensure that the amendment is legally valid. If you want to make small changes all you have to do is attach a Codicil to your will. Your solicitor can arrange this for you for a minimal charge. If you would like to consider adding a bequest to the ENO to an existing will, you could use the wording suggested on the next page.

If a change in your personal circumstances necessitates major alterations to your will, it is advisable to write a new one. This is essential in the event of marriage, separation, divorce, remarriage or the birth of children.

WORDING A BEQUEST TO ENO

Suggested wording for a residuary bequest would be:

“I bequeath to English National Opera a share of the residue of my estate.

(I wish the bequest to be put towards.....).” *

Should you wish to leave a specified cash sum, known as a pecuniary bequest, the following wording is suggested:

“I bequeath the sum of to the English National Opera absolutely.

(I wish the bequest to be put towards).” *

WORDING A CODICIL TO INCLUDE A BEQUEST TO ENO

Should you wish to add a bequest to English National Opera to an existing will the following wording is suggested:

“I..... (your full name) of..... (address) declare this to be a..... (state whether it is a first or second) codicil to my Will dated..... (date of your original will in words). I bequeath to the English National Opera (registered charity number 257210), the sum of...../residue of my estate, for the general purposes of English National Opera.”

* Please contact Emily Stubbs on 020 7845 9241 or email estubbs@eno.org if you wish your bequest to be put towards a specific project. It is important to consult us about the wording in advance as we may be unable to use your bequest if the area you wish to support is not properly defined.