
 These notes are for guidance only and don't form any part of the Deed. Please refer to Life Trust Guidance Notes before completing this form.

## Deed of appointment of new trustee / removal or resignation of trustee

This Deed is supplemental to a declaration of trust made by the Settlor(s). This form must be signed by each party stated in Section A in the presence of a witness who must sign against each signature witnessed. The witness must be independent, over 18 and not a relative of the person whose signature is being witnessed.

The form does not deal with the removal of a trustee without his/her being party to it. Any removal must follow the powers and procedures (if any) set out in the Trust. You should note any provisions in the Trust regarding the minimum number of trustees required to be in office at any time. Where a trustee is retiring or is being removed, it is advisable to appoint a replacement trustee.

The deed is intended for use with The Exeter Life Trust deed only.

 Careful attention must be paid to the terms of the Trust and all documents relating to it. Please also refer to the Life Cover Trust guidance notes.

**This deed and the notes in relation to its use are for general guidance only and are based on the current understanding of the law as it applies in the United Kingdom and HM Revenue & Customs practice. No responsibility can be taken by The Exeter or any of its subsidiary companies for the interpretation of law or future changes in the law or practice. Tax liabilities are dependent on individual circumstances and no assurances can be given that the use of this form is suitable for your circumstances. You should seek separate legal and taxation advice prior to signature and during the life of the Trust.**

Once signed, a copy of the form must be returned to us for noting. You should not send us the original form, which should be kept with the original Trust, policy documents and other trust paperwork.

Life Covered NAME	
Life Covered ADDRESS	POLICY NUMBER
	DATE OF BIRTH
	LIFE COVER

This DEED is made on \_\_\_\_\_ by the following parties, that is:

The Settlor is the person who created the Trust. The Settlor if alive (or survivors of them if more than one) will always be a party to this Deed unless under the Trust a Protector has been appointed and the Settlor is not a Trustee or if the Settlor has been removed as a Trustee. If the Settlor has power to change Trustees, they will be designated “Appointor/Settlor” in this form. As the “Appointer/Settlor”, personal information will only be used for the usual administration and analysis purpose.

All new, continuing and retiring Trustees must also be a party to the Deed. Trustees’ personal information will only be used to verify the Trustees’ identity, and to confirm their instruction in the event of a claim being made.

a) Tick this box if new Trustee(s) are being appointed.

**Please provide details in Section A**

*In exercise of their powers under the Trust and every other power to them, the Appointor hereby appoints the New Trustee(s) as Trustee(s) of the Trust to act jointly with the Continuing Trustee(s) and the Settlor in terms of the Trust and the New Trustee(s), Continuing Trustee(s) and the Settlor hereby accept such appointment.*

b) Tick this box if Trustee(s) are being removed or retiring.

**Please provide details in Section B**

*The retiring Trustee(s) hereby retire(s) and the Settlor, Continuing Trustee(s) and New Trustee(s) (if any) hereby acknowledge that the Retiring Trustee(s) has/have ceased to be Trustee(s) and discharge him/them as Trustee(s) of the Trust.*

*The Trust and any obligations of the Trustees are hereby transferred, assigned and conveyed to the Settlor, Continuing Trustee(s), if any, and the New Trustee(s), if any, and the Retiring Trustee(s), if any, shall do all acts necessary (at the expense of the Trust) to give full legal and practical effect to the foregoing transfer. Please complete using Sections A and B.*

**Section A. Details of Additional or New Trustee(s):**

New Trustee name
Address

**Section B. Details of Retiring Trustee(s):**

**Please note that you should ideally have two Trustees appointed who are likely to survive you, to ensure that the policy proceeds can be paid without Probate in the event of your death.**

Retiring Trustee name
Address

**Section C. Signatures:**

Trustee Signatures

**New/retiring Trustee(s)**

Name
Signature

Name
Signature

**Continuing Trustee(s)**

Name
Address
Signature

Name
Address
Signature



All witnesses should be independent, so not someone named in the Deed, or who could benefit or a party to the Deed, nor any of their relatives.

The same independent person may witness all signatures.

Witness Signature

**In witness whereof this instrument is executed as a deed on the day and year first mentioned above.**

Name
Address
Signature
Date

This Deed shall be governed by the law of England and Wales.

**Please return a copy of the completed form to us at:**

The Exeter, Lakeside House, Emperor Way, Exeter, EX1 3FD

**We are only supplying standard Trust documents and we cannot provide advice on their suitability or the consequence of using them in any individual circumstance. We recommend that you speak to a solicitor or get other advice, as required, to ensure that your wishes are properly documented and given effect. The Exeter accepts no responsibility for any loss of whatsoever nature occasioned by the adoption unamended or otherwise of this draft trust document.**

## Contact us

### Members:

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### Financial Advisers:

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Calls may be recorded and monitored.

The Exeter is a trading name of Exeter Friendly Society Limited, which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Register number 205309) and is incorporated under the Friendly Societies Act 1992 Register No. 91F with its registered office at Lakeside House, Emperor Way, Exeter, England EX1 3FD.