

# 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 and send the original form and required certified identification by post to:

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

Alternatively, you may bring your completed form and your identification to our office between 8:30am - 4:30pm (Mon to Fri). Please note: Requests take two business days to process as Wills are held in a secured vault. We are unable to retrieve your Will on the same day as your request if you attend in person.

**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 Y/N

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 Collected by (Signature) \_\_\_\_\_

Will Collected on (Date) \_\_\_\_\_

**Reason for request (continued)**

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