

26 October 2020

Dear valued Appleton client,

We hope and trust you and your loved ones have been keeping safe and healthy during the continued Covid-19 Alert Level One regulations. It has been an *Annus horribilis* for our country, but there appears to be significant progress in the development of a vaccine and its availability by mid-2021.

26-30 October is National Wills Week in South Africa and so we want to take this opportunity to ask you to consider three things:

Firstly, please just take half an hour to locate your Will (or we will send you a copy), and check that it fully reflects your circumstances and wishes. Should there be any changes you require to be made to your Will, simply call us on toll-free 0800 50 60 70 and we will arrange for these changes to be made at no cost to you.

Secondly, please take a further 30 minutes to check that you have copies of all-important documents such as ID, title deeds, investments, share certificates, insurance policies, credit cards, retail accounts, utility accounts and important personal contact details all in one Estate file. Keep your file in safe place, but also please ensure that your partner, or dependants know where it is kept and can access it in time of need. If you are unsure about what should be in this file, please log onto our website www.appleton.com, or email clientcare@appleton.com, or call us on our toll free number, 0800 50 60 70.

Thirdly, please just take a few minutes to examine whether you have enough liquidity in your estate to cover the fees and costs in the administration of your Estate and whether you have enough income to cover your daily and monthly needs while an Estate is being wound up. These problems can be solved by the provision of an Estate Preservation Plan and again, please feel free to call our toll-free number 0800 50 60 70 to assist you.

Until next time we speak, be safe, take good care and stay in touch with Appleton.

Yours sincerely,



Managing Director

appleton.com | Tel: **0800 50 60 70**

Cape Town | Knysna | Port Elizabeth | East London | Durban | Johannesburg