

# Documents

## Documents you need to send

You need to send the probate registry:

- ☐ the original will - you must sign the first page in the top right corner, but not make any other changes to the will
- ☐ 2 photocopies of the signed will and codicils – these photocopies must be on plain A4 paper
- ☐ separate photocopies of the will and any codicils signed by every executor who's applying for probate - these must be signed on the first page in the top right corner
- ☐ the death certificate – this will be returned to you

You'll need to include a cover letter if the will or codicils have been changed in any way since you got given them. This includes them being torn, creased or separated for photocopying. The letter should explain what's been changed and why.

## Where to send your documents:

Your documents should be sent by registered post to:

Digital Application,  
Oxford District Probate Registry,  
Combined Court Building,  
St Aldates,  
Oxford OX1 1LY