

# Authority to release Will and Property Title Deeds

To whom it may concern:

Band Hatton Button Client Ref: .....

I/We the undersigned (all named Executors must sign this authority):

FULL NAME OF EXECUTOR	FULL ADDRESS (INCLUDING POSTCODE)	SIGNATURE OF EXECUTOR	DATE OF SIGNATURE
1.			
2.			
3.			
4.			

are named as the Executor(s) of the Will of the late

*Insert Full name of Deceased*

Late of *Full address of Deceased*  
*Address in Will (if different to above)*

Who died on the *(insert date of death)*

authorise and request you to release the Will of the Deceased together with and Codicils that the Deceased may have completed (together with any previous Wills and Codicils held by you).

I/We further authorise and request you to release and Title Deeds and related property documentation that you may hold on behalf of the Deceased together with any items that you may be holding in safe keeping (such as Letters of Wishes, Powers of Attorney (whether Ordinary, Lasting or Enduring), Deed of Gift etc).

If collecting in person, I/we authorise you to release the documentation to any one Executor (or other named person authorised by all Executors) conditional that they provide you with evidence of their identity to your satisfaction (e.g. a current passport for **photo ID** together with a bank statement or utility bill no more than 3 months old for **address ID**).

I/We understand that you are unable to release original documentation without seeking payment for any outstanding invoices that the Deceased may have had with the firm.

I/We enclose with this authority, a registrar's copy of the **Death Certificate** (for registration and return please).

Please send the documentation to (not applicable if collecting in person):



Earlsdon Park  
53-55 Butts Road  
Coventry CV1 3BH

☎ 024 7663 2121  
✉ info@bandhattonbutton.com