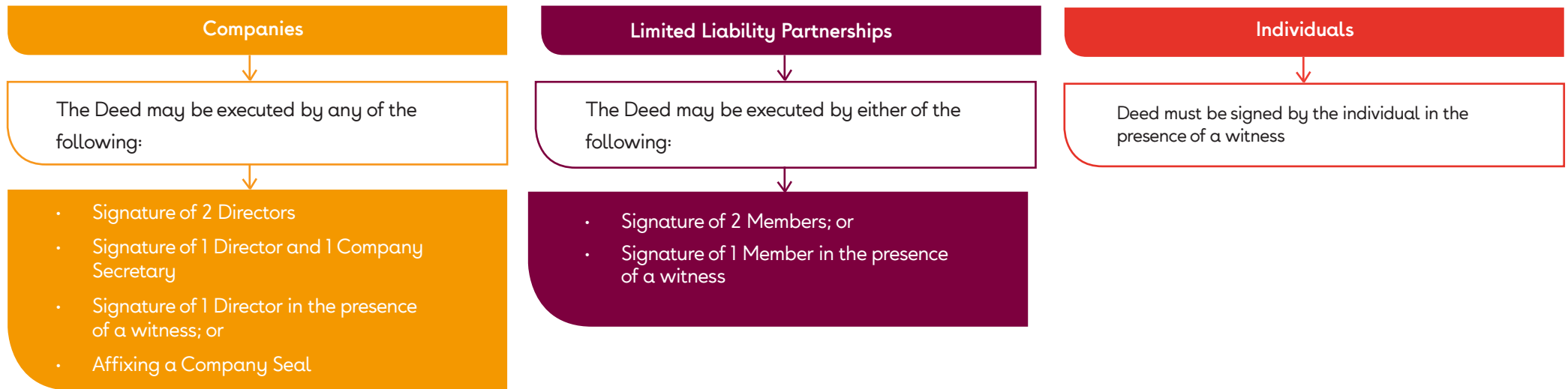


Deeds: a guide to execution

In order to be valid it is important that deeds are executed following the law. To make sure you get it right follow our guide to executing deeds.

Please make sure to read the **entire** guide: getting execution right now can prevent problems later!

1. The Rules of Execution Depend on the Type of Party:



2. Rules for Witnessing a Signature

- the witness must **also** sign the deed;
- a person **cannot** witness their own signature;
- a person should not witness another signature if they are also signing as an individual party (e.g. a trustee should not witness another trustee's signature);
- a person who may benefit from the deed may not be a witness and the witness must not be concerned with the content of the deed;
- though not prohibited by law, for best practice a signature should not be witnessed by a spouse of the signatory and a witness should not be a minor.

3. Executing in Counterpart

- For practical reasons, it may not always be possible for all parties to the deed to sign the same physical document. Accordingly, the deed can be signed in counterpart. This involves the various parties signing separate (but identical) copies of the deed. Together, the various signed copies will form a single binding deed.
- However, it should be noted, when a **company or LLP** executes a deed in counterpart by two persons signing on its behalf, both must sign the same physical copy;
- If signing in counterpart, each separate signed copy of the **full deed** should be combined (rather than one copy of the full deed with just multiple signature pages).

4. Next Steps

- Please return the **undated**, executed deed (or counterparts) to us at: **The Anchorage, 34 Bridge Street, Reading, RG1 2LU**;
- When we receive it we will date the deed, take certified copies for our records and return the original document to you for safekeeping. If you would like certified copies, we are happy to provide these too. Remember, if signature is in counterpart, you will need to **send us each and every separate signed copy of the full deed** rather than just the signed pages.

About Pitmans Law

Banking & Finance
 Commercial
 Corporate
 Data Protection
 Debt Recovery
 Dispute Resolution
 Employment
 Insurance
 Intellectual Property

Matrimonial & Family
 Pensions
 Real Estate
 Restructuring & Insolvency
 Wills, Tax & Trusts

Banking
 Charities & Not for Profit
 Energy
 Hospitality
 Insurance
 Life Sciences
 Real Estate
 Retail
 TMT
 Transport

14
 Areas of expertise



Over **25**
 firms worldwide

The founding UK member firm of the global legal network, **Interact Law**

10
 Sector specialisms

42 Individuals
 "Ranked Highly" by Legal 500

15 Practice areas
 "Recommended" by Chambers & Partners

Tier 1 Ranked
 Top 150 Law Firm
 Regional Heavyweight
 Lawyer 200 Star Performer

Award winners
 Lawyer of the year
 Law Firm of the Year
 Lex 100 Best Work/
 Life Balance



We provide clear, pragmatic and robust pensions advice to employers, trustees, insolvency practitioners, pensions professionals and high net worth individuals.

"The level of service has always been exemplary; they are fast to respond, proactive in approach and have a deep understanding of our business due to a long-term relationship."

For more information, please contact:



David Hosford
 Partner
 D +44 (0)118 957 0363
 M +44 (0)778 626 6404
 E dhosford@pitmans.com