

DATE COMPLETED _____

ESTATE PLANNING QUESTIONNAIRE

We use this questionnaire to get a general understanding of your situation so that we can better advise you on your estate planning needs. Please be as complete as possible when answering this questionnaire. If any of the requested information does not apply or is not readily available, leave those sections blank. Feel free to attach any additional information you would like to provide us.

Full Legal Name (Spouse 1 – “S1”) _____
Birth date _____ Social Security Number _____
Home address _____
Home telephone _____ Business telephone _____
Employer Name _____
Business address _____
Are you a U.S. Citizen? Yes No If not, country of citizenship _____
 Married: Date of Marriage _____ Divorced Widowed Single

Spouse's Full Legal Name (Spouse 2 – “S2”) _____
Birth date _____ Social Security Number _____
Home address _____
Home telephone _____ Business telephone _____
Employer Name _____
Business address _____
Are you a U.S. Citizen? Yes No If not, country of citizenship _____
 Married: Date of Marriage _____ Divorced Widowed Single

DOCUMENTS CURRENTLY EXECUTED OR FILED

(Please provide us with a copy)

Existing wills. S1 S2
Revocable trusts / Living trusts. S1 S2
Health care power of attorney. S1 S2
Living wills and other medical directives. S1 S2
Property power of attorney. S1 S2
Gift tax returns filed by either spouse. S1 S2
Buy / sell or stock redemption agreements. S1 S2
Other trust instruments. S1 S2

Name of each trust: _____

Pre- or postnuptial agreements, separation agreements and divorce decrees. S1 S2

CHILDREN OR OTHER DEPENDENTS

(Use full legal name. Use "JT" if both spouses are the parents, "S1" if Spouse 1 is the parent, "S2" if Spouse 2 is the parent, and "A" if the child has been legally adopted - indicating adopted by whom).

Name	Parent(s)	Birth date	Relationship (if other dependent)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

GRANDCHILDREN

(Use full legal name and indicate what child of yours is the parent)

Name	Parent(s)	Birth date
_____	_____	_____
_____	_____	_____
_____	_____	_____

ADVISORS

Name	Telephone
Attorney _____	_____
Accountant _____	_____
Financial Advisor _____	_____
Primary personal bank _____	_____
Life Insurance Agent _____	_____
Stock Broker _____	_____

EXECUTORS AND TRUSTEES

(Please name Executors for your will, and Trustees for your trust, as well as contingent choices)

	S1's Executor	S1's Your Trustee
Primary Choice	_____	_____
Contingent Choice	_____	_____
	S2's Executor	S2's Trustee
Primary Choice	_____	_____
Contingent Choice	_____	_____

POWERS OF ATTORNEY

(Please name primary and contingent choices for people who you wish to give financial power of attorney ["Financial Agent"] and primary and contingent choices for people who you wish to give health care power of attorney ["Health Care Agent"]).

	S2's Financial Agent	S1's Heath Care Agent
Primary Choice	_____	_____
Contingent Choice	_____	_____

Do you want your financial power of attorney to be effective immediately ("Durable Power of Attorney") or upon your incapacity ("Springing Power of attorney)?

- Immediately Upon Incapacity

	S2's Financial Agent	S2's Heath Care Agent
Primary Choice	_____	_____
Contingent Choice	_____	_____

S2 - Do you want your financial power of attorney to be effective immediately ("Durable Power of Attorney") or upon your incapacity ("Springing Power of Attorney)?

- Immediately Upon Incapacity

CASH
ACCOUNTS

Types of Accounts: Checking Account (“CA”), Savings Account (“SA”), Certificate of Deposit (“CD”), Money Market (“MM”) (*indicate type below*).

When indicating ownership, S1 = Spouse 1, S2 = Spouse 2, JT = Joint With Spouse, JTT = Joint With Third Party (Named), TC = Tenants In Common, TCT = Tenants In Common With Third Party (Named), CP = Community Property

Name of Institution and Account Number	Type of Account	Form of Ownership and With Whom	Value

Total _____

Note: If Account is in your name (or your spouse’s name) for the benefit of a minor, please specify and give minor’s name:

MORTGAGES, NOTES AND OTHER RECEIVABLES

TYPE: Mortgages or promissory notes *payable to you*; other moneys *owed to you*.

Name of Debtor	Date of Note	Date Note Due	Current Balance

		<i>Total</i>	_____

**BUSINESS AND PROFESSIONAL
INTERESTS**

(Corporate, Partnership, Limited Liability Company or Sole Proprietorship)

TYPE: Privately owned (non-publicly traded) stock or membership in partnerships, limited liability companies or sole proprietorships. *(Please put \checkmark if a Buy/Sell Agreement exists and, if stock is owned either JT or TC with someone other than spouse, please furnish name and relationship).*

Company or Entity	Type of Entity	Buy/Sell Agreement	Percentage Ownership	Owner	Value

				<i>Total</i>	_____

PERSONAL EFFECTS

TYPE: Major personal effects such as motor vehicles, boats, jewelry, club memberships, collections, antiques, furs, household furnishings, and all other valuable nonbusiness personal property *(indicate type below and give a lump sum value for miscellaneous, less valuable items).*

Type	Owner	Value	

		<i>Total</i>	_____

LIFE INSURANCE, LONG TERM CARE INSURANCE AND ANNUITIES

	Policy #1	Policy #2	Policy #3	Policy #4
Company	_____	_____	_____	_____
Policy Number	_____	_____	_____	_____
Type (term, whole life, endowment or universal life)	_____	_____	_____	_____
Date policy entered into	_____	_____	_____	_____
Insured	_____	_____	_____	_____
Owner	_____	_____	_____	_____
Beneficiary	_____	_____	_____	_____
Contingent beneficiary	_____	_____	_____	_____
Face value	_____	_____	_____	_____
Current cash surrender value	_____	_____	_____	_____
Amount of loan	_____	_____	_____	_____
Annual premium	_____	_____	_____	_____

OTHER ASSETS

TYPE: Other property is any property that you have that does not fit into any category, including trusts, investment partnership and limited liability company interests, anticipated inheritances, gifts or lawsuits.

Description	Owner	Value

<i>Total</i>		_____

SUMMARY OF VALUES

<u>ASSETS</u>	<u>AMOUNT*</u>		
	<u>Spouse 1</u>	<u>Spouse 2</u>	<u>Single</u>
Cash Accounts	_____	_____	_____
Investment Accounts	_____	_____	_____
Stocks/Bonds	_____	_____	_____
Mortgages, Notes, and other Receivables	_____	_____	_____
Business and Professional Interests	_____	_____	_____
Personal Effects	_____	_____	_____
Retirement Plans	_____	_____	_____
Real Property	_____	_____	_____
Life Insurance	_____	_____	_____
Other Assets	_____	_____	_____
Total Assets:	_____	_____	_____
LIABILITIES			
Loans/Accounts	_____	_____	_____
Payable Contingent	_____	_____	_____
Liabilities	_____	_____	_____
Unpaid Taxes	_____	_____	_____
Other obligations:	_____	_____	_____
NET ESTATE	\$ _____	\$ _____	\$ _____

- *Joint Tenancy (JT), Tenancy in Common (TC) and Community Property (CP) values go ½ in Spouse 1's column, ½ in Spouse 2's column, assuming there is no third party ownership interest. If the other owner is not your spouse, put your interest in jointly held property in the single column.*

Additional Information

1. Do you or your spouse have a will? If so, please attach a copy of each will.
2. Have you ever lived in a community property state? (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington or Wisconsin). If so, please name.
3. Have either you or your spouse been married previously? Please provide a copy of any divorce decree or prenuptial agreement.
4. Have you made gifts of \$10,000 or more to any person (other than your spouse) in any one year? If you have filed a gift tax return, please provide a copy of the most recent return.
5. If you own joint tenancy property with someone other than your spouse, whose funds were used to purchase the property?

6. Estimated inheritance, if any. You: \$ _____ Spouse: _____
7. Are you or any member of your immediate family a beneficiary or trustee of any trust? _____

8. Do you anticipate any business or professional changes in the next 12 months? ____

9. Special family needs (support of a parent or child, special education, physical or mental handicap): _____

10. Do you own any property for your children, such as under a Uniform Transfer to Minor's Act? _____

11. Briefly describe your estate planning goals: _____

12. Potential Lawsuits (As Plaintiff or Defendant) _____
13. Health Status of Client, Spouse, Parents (good/fair/poor) _____
14. Mental Health Status (capacity issues) _____