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ESTATE PLANNING QUESTIONNAIRE

Date: _____

Referred by: _____

Name as you want it to appear on documents: _____

Husband

Wife

Nick Names: _____

Husband

Wife

Home Address: _____

Business Address: _____

Zip: _____

Zip: _____

Legal Residence (City & State) _____

E-Mail Address _____

us

Despite issues of confidentiality of information on the Internet, some clients have given

permission to communicate with them via their E-mail address. If you would like us to communicate with you via your E-mail address please initial _____.

Phone: (Home) _____

(Work) _____

(Mobile) _____

Date of Birth: Husband _____

Wife _____

Place of Birth: Husband _____

Wife _____

Social Security Number: Husband _____

Wife _____

Citizenship: Husband USA: _____

OTHER: _____

Wife USA: _____

OTHER: _____

Business or profession: Husband _____

Still active: ___ Retired: ___

Company _____

Title _____

Business or profession: Wife _____

Still active: ___ Retired: ___

Company _____

Title _____

Date and place of current marriage: _____

Name(s) of Prior Spouse(s) (if any): Husband _____

Wife _____

How and when prior marriage(s) ended: _____

(If divorced, please provide copies of any agreements and decrees)

Do you want us to correspond with you at your home address listed above? If not, please list preferred mailing address:

Have you ever lived in a community property state (Texas, Arizona, California, N. Mexico, Nevada, Washington, Idaho, Louisiana, Wisconsin)? _____

If so, please list the state and the dates you resided there. _____

CHILDREN AND GRANDCHILDREN

PLEASE STATE FULL LEGAL NAMES OF ALL CHILDREN, GRANDCHILDREN, AND SPOUSES. IT IS IMPORTANT THAT YOU PROVIDE TO US ALL BIRTHDATES, SOCIAL SECURITY NUMBERS, ADDRESSES AND TELEPHONE NUMBERS. IF YOU NEED MORE SPACE, PLEASE USE A SEPARATE SHEET OF PAPER AND ATTACH IT TO THE QUESTIONNAIRE.

List Children's Names, Birthdates and Social Security Numbers. (Please indicate if only one of you is the biological parent)	Name of Spouse	Mailing Address	List their Children's Names, Birthdates and Social Security Numbers (if any)
1.			1. 2. 3. 4.
2.			1. 2. 3. 4.
3.			1. 2. 3. 4.
4.			1. 2. 3. 4.
5.			1. 2. 3. 4.

(Designate which children, if any, are adopted, are stepchildren or are children of a prior marriage)

Will there be a need to provide for your parents should you predecease them? Yes ___ No ___

Other than children or grandchildren, are there other family, friends, or organizations (church, charity, school, etc.) that you would want to benefit under your Will or a trust? Yes ___ No ___

Do you wish for your estate to pass eventually to your family free of probate? Yes ___ No ___ Not sure ___

If none of your immediate family were to survive you (no spouse, children or grandchildren) how would you want your estate to be distributed?

What individual or what bank do you want to serve as the EXECUTOR¹ of your estate? If you are going to name individuals instead of a bank, please list the names of those you would want to appoint as executor, in the order you would want them to serve. (NOTE: If you want to name your spouse, put his/her name on the first line.)

	Husband	Wife (if different)
1st Choice	_____	_____
2nd Choice	_____	_____
3rd Choice	_____	_____

If you want to make specific bequests of personal property (i.e., jewelry, automobiles, etc.), check here ___ and list on separate page.

Please list the names of those persons you want to appoint as the GUARDIAN of any of your minor children (in the order you would want them to serve).

	Husband	Wife (if different)
1st Choice	_____	_____
2nd Choice	_____	_____
3rd Choice	_____	_____

If you have a trust for your children, a Living Trust, or some other type of trust, what individual or what bank do you want to serve as the TRUSTEE² of such trust(s)? If you are going to name individuals instead of a bank, please list the names of those you would want to appoint as Trustee (in the order you would want them to serve). (NOTE: If you want to name your spouse, put his/her name on the first line.)

	Husband	Wife (if different)
1st Choice	_____	_____
2nd Choice	_____	_____
3rd Choice	_____	_____

Do you wish to consider a trust that would protect some or all of your estate from the spouses or creditors of your children or grandchildren? Yes ___ No ___ Not sure ___

Once your estate plan is completed, do you want to have an annual meeting to have your plan reviewed and updated? Yes ___ No ___ Not sure ___

¹ The executor is the person who handles the administration of your estate, collects your assets, pays debts and expenses and distributes remaining assets to your heirs, trusts, etc.

² The trustee is the person or bank who handles the administration of your trust including making investments, keeping records, filing tax returns, and making distributions to beneficiaries.

TAXABLE GIFTS MADE DURING LIFE

Have you made any of the following gifts:

Any gifts in excess of \$10,000 in any calendar year to an individual since 12/31/92? _____

Any gifts in excess of \$3,000 in any calendar year to an individual prior to 1/1/92? _____

If so, please provide copies of gift tax returns (Forms 709) if filed.

FINANCIAL INFORMATION

PLEASE ENTER THE APPROXIMATE DOLLAR AMOUNT IN THE FOLLOWING:

I. SCHEDULE OF APPROXIMATE ANNUAL INCOME

SOURCE	JOINT INCOME	HUSBAND'S INCOME	WIFE'S INCOME
Salary/Commissions			
Interest/Dividends			
Rents			
Pensions			
Social Security			
Other:			

NOTE: JOINT = FROM PROPERTY TITLED IN BOTH NAMES
HUSBAND = FROM PROPERTY TITLED IN HUSBAND'S NAME ONLY
WIFE = FROM PROPERTY TITLED IN WIFE'S NAME ONLY

II. SCHEDULE OF ASSETS

A. CASH (Bank Accounts, CD's, money markets, savings)

Name of Bank and Description of Account	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Subtotal			

B. PERSONAL AND MISCELLANEOUS PROPERTY INTERESTS

Description	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Household Goods and Personal Effects			
Collections (Stamps, Coins, Art, etc.)			
Jewelry			
Automobiles, Boats, Aircraft			
Expected Inheritance			
Other:			
Subtotal			

C. REAL ESTATE (including condominium apartment)
 (List value on 1st line and mortgage on 2nd line)

Description	TAX BASIS (if known)	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Property #1 _____				
Mortgage		< >	< >	< >
Property #2 _____				
Mortgage		< >	< >	< >
Property #3 _____				
Mortgage		< >	< >	< >
Property #4 _____				
Mortgage		< >	< >	< >
Property #5 _____				
Mortgage		< >	< >	< >
Subtotal				

D. BUSINESS INTERESTS (Closely held Corporate Stock, or Unincorporated Business Interests)

NAME AND TYPE OF ENTITY: (Corporation, Limited Liability Company, Family Limited Partnership, etc.) <small>* List % of each person's ownership (as to Husband & Wife) If possible, list if other owners/members are unrelated third parties, business associates or family members.</small>	TAX BASIS (if known)	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Subtotal				

E. U. S. GOVERNMENT BONDS (e.g., Series "E" or "EE" Bonds)

Face Value	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Subtotal			

F. LISTED SECURITIES (Stocks and Corporate Bonds)

Description	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Subtotal			

G. MONEY OTHERS OWE YOU (Not money you owe)

Description (mortgages, promissory notes, etc.)	TAX BASIS (if known)	VALUE (Joint)	VALUE (Husband)	VALUE (Wife)
Subtotal				

H. RETIREMENT AND ANNUITIES (include 401(k) PLANS AND IRA'S)

Type of Plan	BENEFICIARY	TAX BASIS (if known)	VALUE (Husband)	VALUE (Wife)
Subtotal				

I. DEBTS AND LIENS (Other than mortgages on property owned and listed on Schedule C)

Debt	Joint	Husband	Wife
1)	< >	< >	< >
2)	< >	< >	< >
Subtotal			