THE ANDERSEN FIRM

ESTATE PLANNING *self checkup*

If you, like many others, find yourself at home, now is the perfect time to evaluate your estate planning documents. Use this checklist to help make sure your documents are complete and still reflect your wishes:

YOUR DOCUMENTS

1 ☐ **Are you able to find your estate planning documents?** If not, call us and we can send you a copy. Consider letting your successor trustee and/or executor know where your estate plan is located.

IMPORTANT ROLES

2 ☐ **Who is listed as the successor trustee of your revocable living trust?** Is this person able to manage your trust if you cannot? Remember, successor trustees can act if you are unable, even during your lifetime.

3 ☐ **Who is the personal representative or executor in your pour over will?** Is this person able to administer your estate if you were to pass away? Did you name a back-up?

4 ☐ **Who is listed as guardian for minor children?** Did you name a back-up? If something were to happen to you tomorrow, can this person take care of your children?

5 ☐ **Who is listed as the agent under your durable power of attorney?** Is this person able to act on your behalf (write checks, pay bills, etc.) right now if you need them to? Did you name a backup?

6 ☐ **Who is listed as the agent under your health care power of attorney** If something happened to you tomorrow, would they be available within a reasonable time to convey your medical wishes to health care providers? Did you name a backup?

BENEFICIARIES & DISTRIBUTIONS

7 ☐ **Has anything changed with your beneficiaries since your documents were prepared?** Marriage, divorce, birth or adoption, grandchildren. Are there financial problems, legal problems, health issues? Have any of your beneficiaries passed away? Are back-up beneficiaries named?

8 ☐ **Do the named beneficiaries reflect your current wishes?** Is the distribution of your property still in accordance with your wishes? Are the distributions still appropriate based upon the age, maturity and current situation of each of your beneficiaries?

FUNDING YOUR ESTATE PLAN

9 ☐ Have you acquired new real estate, bank or investment accounts, or other valuable property since your trust was signed? Did you receive an inheritance? **MAKE SURE ALL NEW PROPERTY/ASSETS ARE TITLED IN YOUR TRUST!**

10 ☐ **Are the beneficiary designations on your retirement accounts up to date? If you have an IRA has this been reviewed since the Secure Act was signed? If not, you need to contact our office for a review!**

11 ☐ **Are all of your accounts and property titled in the name of your trust? Has the trust been named as a beneficiary of your life insurance?**

After going through this checklist, if everything is in order, set this aside and move forward with peace of mind knowing your estate planning documents will protect you during this turbulent and stressful time. If you cannot find your documents or realize something in your estate plan needs updating, give us a call at 866.230.2206. We are here to help.