

WILL WORKSHEET

PERSONAL INFORMATION:

Name: _____

Male / Female (Circle)

State of Legal Residency: _____

Military Status: _____ (i.e. NG, RC, AD, Ret, or Dependent)

Married? No

Yes, Spouse Name: _____

Prior Marriage? Yes No

PERSONAL REPRESENTATIVE

INFORMATION:

Who will handle your estate upon your death, often referred to as the executor. (**Include Name and relationship to you:**)

Primary Representative:

Alternate Representative:

CHILDREN'S INFORMATION:

(Please note the ages of all; if any of these children are adopted or step children indicate under Add'l Info)

<u>Name</u>	<u>Age</u>	<u>*Add'l Info</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

* Are all children (including stepchildren and adopted) to be treated the same? Yes No

Who will manage the children's money or assets? (**Include name and relationship to you**)

Primary Trustee:

Alternate Trustee:

Age children are to receive their money: _____

Split or Unitary Trust: _____ (See reverse side for explanation)

If any of the children named in a trust predeceases the date of distribution of the trust as established above, would you like their share to pass to their children (if applicable)? Yes No

Who will take care of the children should anything happen to the Biological Parents?

(**Include name and relationship to you**)

Primary Guardian:

Alternate Guardian:

DISPOSAL OF YOUR PROPERTY:

1) Is your **estimated** estate worth under \$500,000 (**not including** insurance policies)? Yes No

2) Do you have any **specific items** you want to pass to specific people? (ex: A family treasure to pass to a relative or friend), **Provide name and item:**

3) Do you own **real estate** or have a **mortgage**?

No (Check and skip to #4)

Yes (Check one the following):

(pass with rest of estate to those named in #4 below.

(pass separately to, (**Name & Relationship**)): _____

4) **Do you simply want your entire or rest of your estate to pass to one person or a group of people?**

If so select one of the following or note how you wish it to pass:

All to my spouse, then to my children if any.

All to my children

Other (Note Name and relationship below): _____

5) If the named person or persons stated above in #4 predecease you, who would you like your estate passed to? (**Name & Relationship**): _____

If space provided above is not adequate or you cannot adequately explain your desires, please use the back of this form.

What is a Will? A will is a legal document which States your desires concerning what will happen to your property after your death. It also contains specific directions to your family on matters such as the care of your children, the administration of your estate and the disposition of your property.

Should you have a Will? If you die without a will, State law dictates who will receive your property and how your estate will be managed.

Is all property controlled by my Will when I die? Not necessarily, for example, proceeds of insurance policies, jointly owned property and assets controlled by a "living trust" may not be subject to your Will; these items are often distributed separately. It should be noted that they still may be subject to State and federal estate and gift taxes.

What is Probate? The court proceeding in which your Will is proved valid or invalid. These proceedings also address the administration of your estate, taxes, guardianship and related matters.

What is my "Legal Residence" and why is that important? Your State of legal residence is a place where you have been and consider your permanent home. (Often in the Military, it is the place you intend to return to upon leaving the service; not necessarily where you pay income taxes, register your car, or own property). Note: The laws of your home State will determine how your will is probated.

What is an Executor? The person you choose to carry out the desires you express in the will. This person manages the disposition of your estate. Your spouse, relative of legal age, or a trustworthy (a.k.a. non-shifty) friend are the recommended choices for executor. An alternate executor should be chosen in case the primary is unable to serve. Executors can claim a fee for the services performed and can be required to furnish a bond or security.

How should I leave my property? This is *your* mission, should you choose to accept it. Some States require certain amounts be left to spouse and children. Keep in mind that this is your choice and we will try to express your desires, but the more detailed and complicated you make your will, the more chance there is of a challenge and the longer it will take to draft your will. We are unable to complex wills and recommend you contact a civilian attorney specializing in this area to assist.

What is a "Testamentary Trust"? A clause which allows you to place the inheritance of a beneficiary to your will into a trust to be managed by the individuals you designate in accordance with the terms expressed in your will. More often this clause is used to care for the inheritance of minor children and disabled or impaired individuals. The trustee is usually tasked to provide for their health, education, and welfare of the beneficiary for an express period of time that you deem appropriate.

What is the difference between a Split and an Unitary Trust? This would apply if you have multiple children. A split trust distributes the individual's share at the time they reach the age specified by you. A unitary trust is distributed to all individuals when the youngest reaches the age specified by you.

What is a Guardian? A legal guardian is the person who will act as the parent for your minor or incapacitated children. Usually the spouse, if living and the biological or adoptive parent of the child, becomes the guardian. In the event the individuals specified previously predeceases you, it is advisable that you express your desire for an alternate guardian.

What is the "Execution of my Will"? The process that your Will is signed by you and witnesses (disinterested individuals) in compliance with State Law. Witnesses ensure you are of sound mind, legal age, and not acting under any duress. Filling out a will worksheet does not constitute a completed will. You must ensure you have an executed will.

Additional Space for Comments or Unique Provisions :
