



## ESTATE PLANNING CLIENT WORKSHEET

### **1. Family Information**

Husband's Full Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

How You Sign Your Name: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

U.S. Citizen?  Yes  No If no, please list: \_\_\_\_\_ Health Status: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Prior Marriages, if any (include date of divorce & alimony/support obligations):  
\_\_\_\_\_

Wife's Full Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

How You Sign Your Name: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

U.S. Citizen?  Yes  No If no, please list: \_\_\_\_\_ Health Status: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Prior Marriages, if any (include date of divorce & alimony/support obligations):  
\_\_\_\_\_

### **2. Residence**

Family Residence Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Period of residence in Utah: \_\_\_\_\_

Prior residences (states): \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Husband's Cell Phone: \_\_\_\_\_ Wife's Cell Phone: \_\_\_\_\_

Husband's Work Phone: \_\_\_\_\_ Wife's Work Phone: \_\_\_\_\_

Husband's Email: \_\_\_\_\_ Wife's Email: \_\_\_\_\_

### **3. Children (living & deceased)**

<u>Name</u>	<u>Address</u>	<u>Date of Birth</u>	<u>Spouse's Name</u>	<u>Health Status</u>
_____	_____	____ / ____ / ____	_____	_____
_____	_____	____ / ____ / ____	_____	_____
_____	_____	____ / ____ / ____	_____	_____
_____	_____	____ / ____ / ____	_____	_____
_____	_____	____ / ____ / ____	_____	_____
_____	_____	____ / ____ / ____	_____	_____

### **4. Other Information**

CPA: \_\_\_\_\_ Phone: \_\_\_\_\_

Stock Broker/Financial Planner: \_\_\_\_\_ Phone: \_\_\_\_\_

How did you find our office? \_\_\_\_\_

### **5. Assets (attach additional sheets if necessary)**

**Real Property**

Location (street address/city)	Date Acquired	County Parcel or Serial No.	Cost	Ownership	Approx. Value
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Bank Accounts & CDs**

Bank or Institution	Account Number	Ownership	Approx. Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Brokerage Accounts and Stocks**

Company	Account Number or Number of Shares	Ownership	Approx. Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Retirement Accounts (pension or profit sharing, IRAs, 401(k) accounts)**

Name of Institution	Account Number	Ownership	Approx. Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Other Assets or Investments (business holdings, private investments, etc.)**

Description	Ownership	Approx. Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Life Insurance & Annuities (non-qualified)**

Name of Company	Policy No.	Insured	Beneficiary(ies)	Face Amount
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**Motor Vehicles (cars, boats, Rvs, etc.)**

Make	Year	Ownership	Approx. Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**6. Liabilities (Mortgages, car loans, other debts)**

Type of Loan and

Name of Creditor	Property Encumbered	Who is Obligated?	Approx. Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**7. Estate Planning Objectives** (Check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Minimize estate taxes           | <input type="checkbox"/> Gifting plans for spouse/children |
| <input type="checkbox"/> Gifts to Charity                | <input type="checkbox"/> Avoid Probate                     |
| <input type="checkbox"/> Provide for spouse at 1st death | <input type="checkbox"/> Other: _____                      |

**Guardian**

If applicable, list in order of preference three individuals/couples you desire to have physical custody of any minor children (under age 18) if both parents were to die:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

**Personal Representative and Trustee**

Unless you state otherwise, we assume that a surviving spouse will handle all family affairs. After both husband and wife have died, list in order of preference up to three individuals or banks (whom you trust as to integrity and business sense) to handle all family affairs, including investments of assets, payment of liabilities and distribution of assets to your heirs:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

**Distribution of Estate**

Based on extensive experience, we have found that if the wife survives the husband or vice versa, most clients want the survivor to have the benefit of all family assets and life insurance, consistent with tax planning possibilities to eliminate or minimize estate taxes, and with a maximum of flexibility to the survivor in disposing of the family assets during the survivor's lifetime and at the survivor's death. When both parents have died, in most estates we recommend that until children have reached the age of 25, that assets should remain in trust for their benefit and outright distribution to each child should begin at such age. We also assume that there will be no charitable beneficiaries, unless you indicate otherwise. If you disagree with any of the above, or wish to make additional gifts at death not listed above, please note below:

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