

# ESTATE PLANNING QUESTIONNAIRE

Completed on \_\_\_\_\_

## 1. PERSONAL DATA

Full Name: \_\_\_\_\_ Soc. Sec.# \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Address: Home: \_\_\_\_\_

Business: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Occupation: \_\_\_\_\_

## 2. SPOUSE DATA

Full Name: \_\_\_\_\_ Soc. Sec.# \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Address: Home: \_\_\_\_\_

Business: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Occupation: \_\_\_\_\_

## 3. CHILDREN'S DATA

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are any children from a prior marriage or adopted? [ ] Yes [ ] No

If yes, please explain below: \_\_\_\_\_

\_\_\_\_\_

Do any children or family members have special health or financial needs for which you wish to provide?

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

**4. MISCELLANEOUS DATA**

Name of Personal Attorney: \_\_\_\_\_

Name of Accountant: \_\_\_\_\_

Name of Insurance Agent: \_\_\_\_\_

Does either spouse expect to receive significant amounts of money or property by gift or inheritance? If so, describe expected inheritance in a range of dollars, and probably timing.

\_\_\_\_\_  
\_\_\_\_\_

Does either spouse have the right to dispose of property now held under any third party trust agreement or will? If so, describe:

\_\_\_\_\_  
\_\_\_\_\_

Do you have a will?  Yes  No If yes, Date of Will: \_\_\_\_\_

Does your spouse have a will?  Yes  No If yes, Date of Will: \_\_\_\_\_

Other than in your will, have you or your spouse established a trust for the benefit of a third party? If yes, please describe: \_\_\_\_\_

Are you a citizen of the USA?  Yes  No

Is your spouse a citizen of the USA?  Yes  No

Legal residence of each person: \_\_\_\_\_

Do you own real estate in another state?  Yes  No

If so, describe: \_\_\_\_\_

Have you (or your spouse) ever granted a financial power of attorney to another person?

Yes  No If yes, please explain to whom and when: \_\_\_\_\_

\_\_\_\_\_

Have you (or your spouse) signed a "directive to physicians" (living will)?  Yes  No

If yes, when: \_\_\_\_\_

Have you been married before?  Yes  No Has your spouse?  Yes  No

Has either spouse entered into a pre-marital or post-marital contract?  Yes  No

If yes, Please give date. \_\_\_\_\_

**5. ASSET OWNERSHIP**

1) Real Estate

a) Description and Location: \_\_\_\_\_  
Year acquired: \_\_\_\_\_  
Market value: \_\_\_\_\_  
Mortgage and Liens: \_\_\_\_\_  
Net Value: \_\_\_\_\_  
Form of Ownership: \_\_\_\_\_  
("J"/Joint, "H"/Husband, "W"/Wife)

b) Description and Location: \_\_\_\_\_  
Year Acquired: \_\_\_\_\_  
Market value: \_\_\_\_\_  
Mortgage and Liens: \_\_\_\_\_  
Net Value: \_\_\_\_\_  
Form of Ownership: \_\_\_\_\_  
("J"/Joint, "H"/Husband, "W"/Wife)

c) Description and Location: \_\_\_\_\_  
Year Acquired: \_\_\_\_\_  
Market value: \_\_\_\_\_  
Mortgage and Liens: \_\_\_\_\_  
Net Value: \_\_\_\_\_  
Form of Ownership: \_\_\_\_\_  
("J"/Joint, "H"/Husband, "W"/Wife)

d) Description and Location: \_\_\_\_\_  
Year Acquired: \_\_\_\_\_  
Market value: \_\_\_\_\_  
Mortgage and Liens: \_\_\_\_\_  
Net Value: \_\_\_\_\_  
Form of Ownership: \_\_\_\_\_  
("J"/Joint, "H"/Husband, "W"/Wife)

2) Stocks, Bonds and Mutual Funds

<u>Shares</u>	<u>Company</u>	<u>Value</u>	<u>Ownership</u>
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____
_____	_____	\$ _____	_____

3) Motor Vehicles

<u>Year</u>	<u>Type</u>	<u>Market</u>		<u>Outstanding</u>
		<u>Value</u>	<u>Debt</u>	<u>Net Value</u>
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____

4) Savings Accounts

<u>Account Name</u>	<u>Location</u>	<u>Balance</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

5) Checking Accounts

<u>Account Name</u>	<u>Location</u>	<u>Usual</u>	<u>Balance</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Approximate worth of miscellaneous personal property: (furniture, antiques, paintings, silverware, jewelry, books (etc.)) \$ \_\_\_\_\_

Amount of Employer Death Benefits Receivable (other than life insurance) \$ \_\_\_\_\_

Pension, Profit Sharing or Retirement Benefits \$ \_\_\_\_\_

Other Assets (describe): \_\_\_\_\_

**6. BUSINESS ASSET DATA**

Nature of Business: \_\_\_\_\_

Form of Business: \_\_\_\_\_

(partnership, corporation, LLC, etc.)

Percent owned by you: \_\_\_\_\_ by spouse: \_\_\_\_\_

Is the business subject to a buy and sell or redemption agreement:  Yes  No

If so, describe: \_\_\_\_\_

Accounts Receivable: \$ \_\_\_\_\_

Estimated Book Value Less Accounts Receivable: \$ \_\_\_\_\_

Yearly Net Earnings: \$ \_\_\_\_\_

**7. SECTION 529 COLLEGE SAVINGS**

Are you or your spouse the "account owner" of one or more Section 529 College Savings accounts?

\_\_\_\_ Yes \_\_\_\_ No If so, have you named a contingent owner? \_\_\_\_ Yes \_\_\_\_ No

**8. LIFE INSURANCE**

Company: \_\_\_\_\_

Type of Policy: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Insured: \_\_\_\_\_

Owner: \_\_\_\_\_

Beneficiary: \_\_\_\_\_

Other: \_\_\_\_\_

Face Amount: \$ \_\_\_\_\_

Cash Value: \$ \_\_\_\_\_

Company: \_\_\_\_\_

Type of Policy: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Insured: \_\_\_\_\_

Owner: \_\_\_\_\_

Beneficiary: \_\_\_\_\_

Other: \_\_\_\_\_  
 Face Amount: \$ \_\_\_\_\_  
 Cash Value: \$ \_\_\_\_\_

Company: \_\_\_\_\_  
 Type of Policy: \_\_\_\_\_  
 Policy Number: \_\_\_\_\_  
 Insured: \_\_\_\_\_  
 Owner: \_\_\_\_\_  
 Beneficiary: \_\_\_\_\_  
 Other: \_\_\_\_\_  
 Face Amount: \$ \_\_\_\_\_  
 Cash Value: \$ \_\_\_\_\_

**9. SPECIFIC BEQUESTS**

Would you like any specific item(s) of personal or real property to be given to any specific person(s)? If so, please list person and the property you want them to receive.

<u>Beneficiary</u>	<u>Personal/Real Property</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**10. PERSONAL REPRESENTATIVE (EXECUTOR)**

Who would you like to serve as the personal representative (i.e., the person who would administer your estate):

<u>Name</u>	<u>Address</u>	<u>Relationship</u>
1st _____	_____	_____
2nd _____	_____	_____
3rd _____	_____	_____

**11. GUARDIAN** If at your death you are survived by children under age 18, it may be necessary to appoint a guardian. The guardian would have legal responsibility for providing physical care for the child (food, clothing, shelter). If you have minor children, please list your choice for guardians:

<u>Name</u>	<u>Address</u>	<u>Relationship</u>
1st _____	_____	_____
2nd _____	_____	_____
3rd _____	_____	_____

**12. TRUSTEE**

If you were survived by minor children who were beneficiaries under this will, do you wish them to take their gifts outright or do you wish them to be in trust? If in trust, please list person(s) to act as trustee(s). The trustee will be responsible for seeing to it that the financial assets placed in the trust are managed and terms of the trust are carried out.

<u>Name</u>	<u>Address</u>	<u>Relationship</u>
1st _____	_____	_____
2nd _____	_____	_____
3rd _____	_____	_____

If you would like to create a trust for children, please describe any guidelines or objectives that the trustee should be aware of:

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Feel free to contact Barry Rubenstein or John J. Christianson at Watkinson Laird Rubenstein Baldwin & Burgess, P.C., at (541) 484-2277 in Eugene, (541) 673-5528 in Roseburg, (541) 923-8767 in Redmond, or (541)757-1365 in Corvallis for further information.

