

Your assets and funding your Trust

By completing this worksheet, you will help us prepare the funding materials for your Trust. As you may already know, Trusts usually avoid probate. Assets in a Trust may pass on to your beneficiaries outside of a probate proceeding thereby saving time and court fees. Therefore, if your Trust is not fully funded, these savings and benefits may not be fully realized. For that reason, it is important for us to know about all of the assets you own. Please fill out this worksheet in its entirety. We will use the information you provide to help you re-title assets in the name of your Trust which is the process commonly referred to as funding your Trust. For some assets we will help you update your primary and secondary beneficiaries rather than connect the assets to your Trust.

What do I do with this worksheet once it is complete?

Once you have completed this worksheet, please return it to our office before your final appointment.

What if I have questions about the information requested?

We are always available to help you, so please feel free to call or email us. Additionally information regarding estate plan documents has been posted on our website, which you may find helpful.

Why is this an important part of my estate plan?

If you have a Trust as part of your estate plan, it should be properly funded. A Trust cannot manage assets unless those assets are connected to your Trust.

PLEASE TELL US MORE ABOUT YOU

Your full legal name: _____

Also known as: _____ Phone: _____

YOUR SPOUSE OR SIGNIFICANT OTHER

Full legal name: _____

CONFIDENTIAL

LIFE INSURANCE POLICIES AND ANNUITIES	
Policy #1	Policy #2
Insurance Co./ Agent:	Insurance Co./ Agent:
Face Amount / Death Benefit:	Face Amount / Death Benefit:
Insured person:	Insured person:
Policy owner:	Policy owner:
Current beneficiary:	Current beneficiary:
Premium payor:	Premium payor:
Policy number:	Policy number:
Type:	Type:

Example:

Insurance Co. / Agent: Standard Ins. Co.
 Face Amt. / D.B.: \$150,000
 Insured person: [Spouse 1]
 Policy owner: [Spouse 1]
 Current beneficiary: [Spouse 2]
 Premium payor: School District
 Policy number: 1234567

Types of policies include:

Term, whole life, split dollar, group life, annuity.

You don't have to transfer ownership of the policy into the name of the Trust. If you want the Trust to receive your life insurance proceeds, the Trust itself should be named as a beneficiary.

Note: Annuities are generally not transferred into your Trust. Instead, we help you update the beneficiary designations.

FURNITURE AND PERSONAL EFFECTS

Please list separately only major personal belongings such as jewelry, collections, antiques, furs, or other valuable or special personal items. For the remaining miscellaneous furniture and household effects, list a lump sum estimated value.

Description	Owner	Estimated Market Value
Miscellaneous furniture and household effects (total)		
	Total:	

Example: Grand piano [Spouse 2] \$20,000.00

AUTOMOBILES, BOATS, AND RVs

Description	Owner	Estimated Market Value
	Total:	

BUSINESS INTERESTS	
Description (Company Name)	Market Value
Total:	

MONEY OWED TO YOU			
Name of person who owes you money	Date of note	Date of maturity	Current balance
Total:			

Note: To transfer a promissory note into your Trust, we will assist you with the assignment which formally places the note in the name of the Trust.

ANTICIPATED INHERITANCE, GIFT, OR LAWSUIT JUDGMENT	
Description	Estimated Value
Total:	

OTHER ASSETS		
Description	Owner	Market Value
Total:		

ADDITIONAL RELEVANT INFORMATION