WILLAMETTE
LEGACY LAW

Your assets and your estate planning

By completing this worksheet, you will help us prepare to discuss tax issues and asset transfer. Your asset landscape will directly impact our recommendations for estate planning tools and any needed tax-reduction strategies. Please fill out this worksheet in its entirety.

If you use a Trust in your planning, we will use this information to prepare the funding materials for your Trust. An advantage of Trusts is they are intended to avoid probate court altogether. 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. We will use the information you provide to help you re-title assets in the name of your Trust (called "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 initial appointment.

What if I have questions about the information requested?
We are always available to help you by phone or email.

We can be reached at
(971) 345-6986
from 8:00 am to 4:00 pm PST
Monday through Thursday, and
8:00am-2:00pm on Fridays.
www.WillametteLegacyLaw.com

PLEASE TELL US MORE ABOUT YOU

Your full legal name: ______________________________

Also known as: ______________________ Phone: ______________

YOUR SPOUSE OR SIGNIFICANT OTHER

Full legal name: ______________________________

CONFIDENTIAL

Real Property

General Description and/or Address	Owner	Market Value	Loan Balance
	Total:		

Example: 1234 Main Street, Salem, OR 97301 — Jointly owned — $215,000 value — $145,000 mortgage
Example: Time Share w/ Worldmark — Jointly owned — $100,000 value — zero loan balance

☐ Includes Manufactured Home
☐ Property partitioned or legal description changed, since you first took title
☐ Includes more than one lot

Note:
Even though your real property will be titled in the name of your Trust, you will continue to pay your property taxes as individuals.

Types of real property include:

- Your personal residence
- Vacation homes
- Vacant land
- Condominiums
- Cooperatives
- Time shares
- Mineral interests
- Any other interest in real estate

Bank Accounts

Name of institution	Account	Type	Owner	Amount
			Total:	

Example: Chase Bank *#123456-1* *Checking* *Jointly Owned* *$7,100.00*

Note:
You do not need to change the names on your checks when your checking account is titled in the name of the Trust.

Types of accounts include:

- Checking
- Savings
- Certificate of Deposit
- Money Market

Do not list IRA or 401(k) accounts

RETIREMENT PLANS

Name of institution	Account	Type	Owner	Amount
			Total:	

Example: *Fidelity Investments* *#654321-9* *IRA* *[Spouse 1]* *$42,000.00*

Note:
Your retirement plans will not need to be titled in the name of the Trust, or modified to name the Trust as a beneficiary. If you want to discuss how a special Retirement Trust can be designed for these assets please let us know.

Types of retirement accounts include:

- General Pension
- 401(k)
- 403(b)
- IRA
- Simple IRA
- SEP IRA
- Roth IRA
- HSA
- ESA

STOCKS AND BONDS

Name of institution	Account	Type	Owner	Amount
			Total:	

Example: *Edward Jones* *#654321-9* *Equities* *Joint* *$27,000.00*

Note:
To register an individual stock or bond in the name of your Trust, you may need the assistance of your broker.

Types of investments include:

- General investment account
- Mutual Fund
- ETF
- Stocks (equities)
- Bonds
- Money Market
- Treasury Bills

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