Estate Planning Checklist

Use this form to identify updates to your estate plan as a starting point for discussion with your legal and tax advisors.

Review Date (mm/dd/yyyy) ______________________________

Will

- [ ] Do you have a will?
- [ ] Is your will up-to-date and signed?
- [ ] Have you experienced any major life events that require you to update your will?
- [ ] Is your will stored safely, yet accessible?
- [ ] Have you chosen your personal representative?
- [ ] Have you selected an alternative personal representative in case your primary is unable to fulfill his or her duties?
- [ ] Have you notified your potential personal representative about the duties expected of him or her?
- [ ] Have you considered appointing a professional personal representative?

Enduring Power of Attorney

- [ ] Have you prepared a Enduring power of attorney?
- [ ] Is your Enduring power of attorney up to date?
- [ ] Is your Attorney aware of their duties?
- [ ] Have you named an alternative Attorney in case your primary is unable to fulfill their duties?

Personal directive

- [ ] Have you prepared a Personal Directive?
- [ ] Is your Personal Directive up to date?
- [ ] Is the person acting on your behalf aware of their duties?
- [ ] Have you named an alternative person in your Personal Directive in case your primary is unable to fulfill their duties?
- [ ] Do you have any specific wishes relating to your care that should be included in your Personal Directive and discussed with your loved ones?

Beneficiaries

- [ ] Have you named a beneficiary for your RRSP?
- [ ] Have you named a successor or beneficiary for your RRIF?
- [ ] Have you named a successor or beneficiary for your TFSA?
- [ ] Have you named a beneficiary for your life insurance policies?
- [ ] If your RESP does not have a joint subscriber, have you provided for a successor subscriber in your will?

Arrangements for dependents

- [ ] Have you named a Guardian and a Trustee for your children?
- [ ] Have you planned for their future income?
- [ ] Have you planned for any ongoing physical and psychological needs?
- [ ] Have you planned for their ongoing education?

Charitable giving

- [ ] Have you made arrangements for any charitable giving?
- [ ] Are there charitable causes you would like to support after your death?

Financial planning

- [ ] Have you organized your financial assets properly and efficiently to minimize taxes and probate fees?
- [ ] Do you have an inventory of your estate assets and liabilities along with advisor contact information?

Funeral arrangements

- [ ] Have you made pre-arrangements for your funeral with a funeral home?
- [ ] Have you discussed your funeral wishes with your loved ones? Have you set aside enough money to cover funeral costs?

ATB WEALTH™