A Framework for Your Estate Plan

SmartHER. StrongHER. WealthiHER.

You're starting an Estate Plan, congratulations! Although it might feel like a daunting or even premature endeavor, this is an important step in securing your legacy.

Use this document as a framework to help you think about these important conversations.

Getting Started is Easy!

If you wish, print out the next few pages so that you (and if applicable, your partner) can take notes on who you'll want to fill certain roles in your estate plan. Use our handy definitions on page 5 if you need a more detailed description of what each position does.

***Note:** The persons you designate to fill the following petitions can be different people OR the same people. And remember, you can always update your Estate Plan at any time.

What you WON'T need:

- Account numbers
- Social security numbers
- Real estate titles

What you WILL need:

- You / Your spouse's full legal names
- You / Your spouse's birthdays
- Your child(ren)'s full legal name(s)

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Ready to Get Her Done?

To complement this valuable retirement to-do list, you're welcome to a **FREE** trial of our ***Planning Platform.*** .
This easy to use, collaborative technology can help you identify your gaps in retirement knowledge and readiness. It also connects you with the strategies and retirement pro's who can help you create and implement a retirement plan you not only understand, but have 100% confidence in. It's definitely worth taking a look.

Access the free trial at:
www.HerRetirement.com

Need help getting you and/or your employees retirement savings accounts set up?.

Our network of Retirement Advisors can help. Just reach out via phone or email and we'll hook you up.

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Connecting You to the Resources You Need to Get Your Retirement Right

	Primary	Backup	Notes
Guardian (For children under 18/pets)			
Executor			
Trustee (For those with a Trust-Based Estate Plan)			
Health Care Durable Power of Attorney			
Financial Durable Power of Attorney			
Declaration of Desire for Natural Death (Living Will)			
Instrument of Anatomical Gift (Organ Donation)			

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Other Questions to Consider

Depending on your current lifestyle, there are many other important questions to consider.

	You	Partner/Spouse	Notes
Instrument of Anatomical Gift (Organ Donation)			
How would you like your assets to be distributed—what percentage and to whom?			
Other than your child(ren), is there anyone else you will like to provide financial support in the case of your death?			
Are there any charities you would like to support? If so, please describe your thoughts and intentions, spelling out the identity of the recipients of such a legacy			
If you have kids —at what ages would you want distributions to be made?			

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	You	Partner/Spouse	Notes
Which financial institutions do you have accounts with? (you wont need account numbers)			
What are the addresses of your owned real estate?			
What are your business ownership names (LLC, C-corp, etc)			
Have you reviewed and updated the beneficiary information for financial accounts (e.g., insurance policies and retirement accounts)?			
How would you like your body to be taken care of, and what sort of memorial/funeral do you want to have?			
What are your preferences for medical care and instructions to allow or reject life support?			

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Important Definition

Advanced Medical Directive	This document is the equivalent of a "Living Will" and is a statement of the healthcare decisions that you would make when you are no longer able to do so yourself. If you are competent to make end of life decisions, then what you say will be taken under consideration. It is only after you are no longer able to speak for yourself that the Living Will will come into effect.
Beneficiary(ies)	A person, persons or organization (for example, a charity) designated to receive a benefit from a benefactor. Benefits may be life insurance proceeds, retirement account funds, assets detailed in Will, etc.
Durable Power of Attorney (POA)	A power (financial or medical) granted by a person ('the donor') to another ('the attorney') giving the attorney authority to act on the donor's behalf. Power has effect when the donor loses his or her mental capacity. The power ceases when the person dies.
Estate	Assets owned by the deceased at the date of his or her death
Executor(s)	The person(s)/company appointed by the deceased under his or her Will to administer their estate in accordance with its terms including the settlement of all debts and taxes.
Financial Power of Attorney	The Financial Power of Attorney is a separate document where you are designating an Attorney In Fact to handle your financial and legal affairs.
Guardian(s)	You have the right to determine who should become Guardian of any minor children and any incapacitated individuals. Please understand that being a Guardian is not the same as being a Trustee. The Guardian is the person that watches out for the personal needs of the child or incapacitated person. The Guardian will also be involved with any medical or other needs as they may arise until the child has reached the age of 18. Rules that govern the distribution of a deceased's estate where the deceased has died intestate (without having made a valid Will disposing of their property).
Estate	Assets owned by the deceased at the date of his or her death

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Living Will	Also known as an "advance directive", a living will is intended to allow a person to specify the nature and extent (including refusal) of medical treatment they receive should they become incapable of doing so in the future.
Medical Power of Attorney	The Advanced Medical Directive is state specific —it may include both the Living Will as well as the appointment of an Agent to make medical decisions for you when you are unable to do so yourself. This person will be the one to process the Living Will and will follow your instructions accordingly. The Medical Power of Attorney will also speak on your behalf if medical treatment is required to improve your quality of life
Personal Representative	Depending on your state of residence, the "Executor" may be called a Personal Representative (PR). The job of the Executor or PR is to collect and evaluate the decedent's assets, pay any taxes, reimburse for funeral expenses and other priorities as assigned by your state of residence. Next would be determining and paying any legally enforceable debts and, at the end of the time allowed under the code, make the final distribution.
Testator	A person who makes a valid Will.
Trust	A written arrangement containing the terms upon which property is held and managed for the benefit of the persons named therein.
Trustee(s)	The person(s)/company appointed by deed to hold the trust property and manage the trust funds in accordance with the terms of the trust. While the Guardian is the supervisor of the child or incapacitated person, the Trustee's responsibility is to garner the assets that have been indicated either through the Will or outside of Probate and the assets that are distributed as a result of the Estate. The activity of the Trustee will terminate at the time that the Trust has been indicated to terminate. Please understand that the Trustee appointed under the Will is different from the person appointed under the Financial Power of Attorney
Will	A written document detailing the terms on how a person's estate should be managed and distributed after his or her death.