

Estate Planning Questionnaire

Williamson Law Office, PA

1801 Old Trolley Rd., Ste 102, Summerville, SC 29485

Date: _____

SECTION I: PERSONAL INFORMATION

1. HUSBAND INFORMATION		
Full Name:	Date of Birth:	
Place of Birth:	Social Security No.:	
U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No (If No, please fill out last page addendum)		
Other Names Known by:		
Are you presently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, for how long?		
Occupation (former if retired):	Annual Income: \$	
Employer:		
Business Address:		
Office Phone:	Email Addr:	
Mobile Phone:	Fax No.:	
2. WIFE INFORMATION		
Full Name:	Date of Birth:	
Place of Birth:	Social Security No.:	
U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No (If No, please fill out last page addendum)		
Other Names Known by:		
Are you presently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, for how long?		
Occupation (former if retired):	Annual Income: \$	
Employer:		
Business Address:		
Office Phone:	Email Addr:	
Mobile Phone:	Fax No.:	
3. HOME ADDRESS		
Street:		
City:	State:	Zip Code:
Country (if not USA):	County:	Home Phone:
Other Residences:		

SECTION II: GENERAL QUESTIONS

1.	Do you have an existing Will? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither
2.	Do you have an existing Trust? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither
3.	Date and place of current marriage: Date: Place:
4.	Do you currently have a prenuptial agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please attach a copy.
5.	Have you previously been married? Husband: <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> No Wife: <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> No
6.	Please indicate your state of domicile _____ and the date established _____. If you spend more than a nominal amount of time in another state or country, please identify.
7.	Have you given away more than the annual gift tax exclusion, in money or property, to any person in any single year? (Annual exclusion was \$3,000 until 1982, then \$10,000, with modest increases beginning in 2002.) <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list amounts by years below or on the reverse side: Year ____ Amount: \$ _____ <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both Year ____ Amount: \$ _____ <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both Year ____ Amount: \$ _____ <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both
8.	Are you receiving or will you receive an annuity? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, to whom will the payments be made? _____ How long will payments be made? <input type="checkbox"/> Life <input type="checkbox"/> Fixed Term <input type="checkbox"/> Joint Lives If Fixed Term, for how long? _____ Amount of each payment? \$ _____
9.	Have either of you ever filed a gift tax return (IRS Form 709)? <input type="checkbox"/> Yes <input type="checkbox"/> No
10.	Have either of you ever filed a corporate or partnership tax return? <input type="checkbox"/> Yes <input type="checkbox"/> No
11.	Do either of you have any interest under a Will or Trust of another person, including a power of appointment? <input type="checkbox"/> Yes <input type="checkbox"/> No
12.	Are either of you a Trustee of any Trust? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither
13.	Have you received, or do you expect to receive, any inheritances? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither

14.	Have you received or do you anticipate receiving any gifts or bequests from someone who expatriated from the US? <input type="checkbox"/> Yes <input type="checkbox"/> No	
15.	Do you have relatives dependent upon you for support? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, give names and relationships:	
16.	Please list any specific items or amounts that you wish to give to any individuals or organizations at your death: (Check here if attaching separate sheet <input type="checkbox"/>)	
	Name: Address:	Item or Amount: Relation:
	Name: Address:	Item or Amount: Relation:
	Name: Address:	Item or Amount: Relation:
17.	All other tangible personal property (automobiles, clothing, furniture, pictures, etc.) to be distributed to: Spouse? <input type="checkbox"/> Yes <input type="checkbox"/> No: If No, or if Spouse is deceased, to: <input type="checkbox"/> Only Living children <input type="checkbox"/> Children and grandchildren (if child is deceased) <input type="checkbox"/> Other (specify):	
18.	Are either of you self-employed or a member of a partnership or small business subject to any buy/sell arrangements? <input type="checkbox"/> Yes <input type="checkbox"/> No	
19.	Do either of you hold stock in a closely-held corporation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
20.	Do either of you have any medical issues we should be aware of for planning purposes? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither	
21.	Do you have long term care insurance? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither Do you have disability insurance? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither Do you have liability insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No	
22.	Please check any of the following states in which you have lived or acquired property together (if applicable): <input type="checkbox"/> Arizona <input type="checkbox"/> Idaho <input type="checkbox"/> Nevada <input type="checkbox"/> Texas <input type="checkbox"/> Wisconsin <input type="checkbox"/> California <input type="checkbox"/> Louisiana <input type="checkbox"/> New Mexico <input type="checkbox"/> Washington <input type="checkbox"/> None	
23.	Do either of you own any property in a foreign country? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, which country?	
24.	Do you own any real estate in joint names acquired before 1977? <input type="checkbox"/> Yes <input type="checkbox"/> No	

25.	<p>Who will serve as <u>personal representative/executor</u> for you?</p> <p>Each Spouse for the other? <input type="checkbox"/> Yes <input type="checkbox"/> No As Co-Personal Representative <input type="checkbox"/></p> <p>If No, or to name co-fiduciaries, use space below.</p> <p>Name: _____ Relation: _____</p> <p>City/State: _____</p> <p>Alternate (if above person(s) unable to serve): _____</p> <p>City/State: _____ Relation: _____</p>
26.	<p>Who will serve as <u>Trustee</u> for you?</p> <p>Each Spouse for the other? <input type="checkbox"/> Yes <input type="checkbox"/> No As Co-Trustee <input type="checkbox"/></p> <p>If No, or to name co-fiduciaries, use space below.</p> <p>Name: _____ Relation: _____</p> <p>City/State: _____</p> <p>Alternate (if above person(s) unable to serve): _____</p> <p>City/State: _____ Relation: _____</p>
27.	<p>Who will serve as <u>guardian</u> of your minor children (if applicable)?</p> <p>Name: _____ Relation: _____</p> <p>City/State: _____</p> <p>Alternate (if above person(s) unable to serve): _____</p> <p>City/State: _____ Relation: _____</p>
28.	<p>Who will serve as <u>attorney-in-fact</u> under a durable power of attorney (if desired)?</p> <p>Each Spouse for the other? <input type="checkbox"/> Yes <input type="checkbox"/> No; If No, or to name another, use space below</p> <p>Name: _____ Relation: _____</p> <p>City/State: _____</p> <p>Alternate (if above person(s) unable to serve): _____</p> <p>City/State: _____ Relation: _____</p>
29.	<p>Who will serve as <u>health care surrogate/agent</u> (person to make medical decisions)?</p> <p>Each Spouse for the other? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If No, or to name an alternate if Spouse is unable to serve, use space below</p> <p>Name: _____ Relation: _____</p> <p>Address: _____ Phone: _____</p> <p>Alternate (if above person(s) unable to serve): _____</p> <p>Address: _____</p> <p>Relation: _____ Phone: _____</p> <p>Religious Denomination Preference: _____</p>
30.	<p>Do you want a <u>Living Will</u> to address end of life issues?</p> <p><input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither</p>

31.	<p>Do you wish to be cremated? <input type="checkbox"/> Husband <input type="checkbox"/> Wife <input type="checkbox"/> Both <input type="checkbox"/> Neither</p> <p>If Yes, please provide details of the disposition of your ashes, directing if they are to be scattered or preserved in one location.</p>
32.	<p>Are you concerned that any of your beneficiaries will not behave responsibly with money that you give them? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
33.	<p>Do you have any children or grandchildren attending private school, college, or graduate school? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
34.	<p>Do you have any relative who regularly incurs significant medical bills? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
35.	<p>Is there any member of your family disabled or receiving medical benefits from State or Federal government? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
36.	<p>How did you first learn about our firm?</p>

SECTION III: BENEFICIARY INFORMATION

Names of living children as they are to appear in your documents (attach additional pages if necessary)

1.	Name of Child: _____ Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Date of Birth: _____ Phone: _____ Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide spouse's name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:

2.	Name of Child: _____ Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Date of Birth: _____ Phone: _____ Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:

3.	Name of Child: _____ Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Date of Birth: _____ Phone: _____ Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:

4.	Name of Child: _____	Date of Birth: _____ Phone: _____
	Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:
_____		_____
_____		_____
_____		_____

5.	Name of Child: _____	Date of Birth: _____ Phone: _____
	Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:
_____		_____
_____		_____
_____		_____

6.	Name of Child: _____	Date of Birth: _____ Phone: _____
	Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife	Address: _____ Nationality of child: _____
Married? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____		
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:		
Names:		Ages:
_____		_____
_____		_____
_____		_____

Do you have any children who have predeceased you? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list information below:	
Name of deceased child: _____	Child of: <input type="checkbox"/> Both <input type="checkbox"/> Husband <input type="checkbox"/> Wife
Married at death? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide name: _____	
Grandchildren? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide names and ages below:	
Names:	Ages:
_____	_____
_____	_____
_____	_____

Do you have any children or grandchildren who are adopted? Yes No

Other Persons or Institutions to be Named in Your Documents (and not listed above):

	Names as you would like them to appear on your documents	City and State/Country	Relationship (if any);
1.			
2.			
3.			
4.			
5.			
6.			

SECTION IV: FINANCIAL INFORMATION

<u>Assets</u> (Estimate Current Fair Market Value)	<u>In Husband's Name</u>	<u>In Wife's Name</u>	<u>Owned Jointly</u>	<u>In a Revocable Trust</u>
1. Principal Residence	\$	\$	\$	\$
2. Other Real Estate				
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
3. Mineral Interests	\$	\$	\$	\$
4. Checking Account(s)	\$	\$	\$	\$
5. Savings Account(s)	\$	\$	\$	\$
6. Certificates of Deposit(s)	\$	\$	\$	\$
7. Brokerage Account(s)				
	\$	\$	\$	\$
	\$	\$	\$	\$
8. Other Securities	\$	\$	\$	\$
9. Business Interests	\$	\$	\$	\$
10. Notes Receivable	\$	\$	\$	\$
11. Personal Effects & Furnishings	\$	\$	\$	\$
12. Automobiles	\$	\$	\$	\$
13. Other	\$	\$	\$	\$
Total Assets	\$	\$	\$	\$

<u>Liabilities</u>	<u>Husband's Name Only</u>	<u>Wife's Name Only</u>	<u>Owed Jointly</u>	<u>Revocable Trust</u>
Home Mortgage	\$	\$	\$	\$
Other Mortgages	\$	\$	\$	\$
Other Loans	\$	\$	\$	\$
Total Liabilities	\$	\$	\$	\$

NET ASSETS	\$	\$	\$	\$
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Profit Sharing, IRA, Pension Plans, 401k, Etc.

OWNER	DESCRIPTION	BENEFICIARY	CURRENT VALUE

Husband's Total Retirement Benefits: _____ Wife's Total Retirement Benefits: _____

COMBINED TOTAL RETIREMENT BENEFITS: _____

Life Insurance

*Please bring policies to initial appointment

Type (e.g., term, group, whole life, accidental)	Face Amount of Death Benefit	Approximate Cash Value	Owner		Insured		Primary Beneficiary	Secondary Beneficiary
			Husband	Wife	Husband	Wife		

Husband's Total Insurance: _____

Wife's Total Insurance: _____

COMBINED TOTAL INSURANCE: _____

$$\begin{array}{ccccccc}
 \text{NET ASSETS} & + & \text{COMBINED TOTAL RETIREMENT BENEFITS} & + & \text{COMBINED TOTAL INSURANCE} & = & \text{TOTAL}
 \end{array}$$

SECTION V: PROFESSIONAL ADVISORS

ADVISOR	NAME AND FIRM	ADDRESS / PHONE NUMBER
Attorney(s)		
Financial Consultant		
Accountant		
Insurance Agent		
Trust Officer		
Other		

**All information provided on this form will be treated as privileged and confidential.

THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE. WE UNDERSTAND THAT WILLIAMSON LAW OFFICE, PA IS RELYING ON THIS INFORMATION FOR THE ADVICE IT GIVES US, AND IF THERE IS ANY MATERIAL CHANGE IN OUR ASSET COMPOSITION, VALUES, OR OTHER PERSONAL DATA DURING THE COURSE OF REPRESENTATION, WE WILL NOTIFY WILLIAMSON LAW OFFICE, PA.

Husband's Signature _____

Wife's Signature _____

Addendum for Noncitizen Clients

Please fill out this section if you are not a US citizen

Husband:	
Country of Citizenship	
Other Nationalities	
Residency/Visa Status	<input type="checkbox"/> Permanent Resident <input type="checkbox"/> Other
If you have a green card, when was it obtained?	When does it expire?
Have you ever expatriated from the U.S., i.e., were you ever a US citizen or long term green card holder (8 out of 15 years) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you purchased any property after 1981 and before July 14, 1988? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Wife:	
Country of Citizenship	
Other Nationalities	
Residency/Visa Status	<input type="checkbox"/> Permanent Resident <input type="checkbox"/> Other
If you have a green card, when was it obtained?	When does it expire?
Have you ever expatriated from the U.S., i.e., were you ever a US citizen or long term green card holder (8 out of 15 years) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you purchased any property after 1981 and before July 14, 1988? <input type="checkbox"/> Yes <input type="checkbox"/> No	