

ESTATE PLANNING CHECKLIST

The first step in developing or reviewing your estate plan is to look at your current situation, to know where you are today and assess what you want to do. An estate plan, like any plan, reflects your situation and what you want to do at the time it is prepared.

Take this quiz. Any "No" or "Unsure" answers may require special attention.

- | Yes | No | Unsure | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared and signed a will? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared and signed a financial power of attorney? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you recently reviewed your will and power of attorney? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is your will and power of attorney for financial matters up to date? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If you are married or cohabitating, have you taken steps to protect any assets you brought into the relationship? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you named beneficiaries and alternative beneficiaries for your RRSPs, annuities, life insurance policies, LIFs and RRIFs, pension plans, and/or DPSPs? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are your beneficiary designations up to date? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you named a backup executor in your will and backup powers of attorney? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you provided for all your dependants? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you ensured that your spouse will not have to make a claim against your estate? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you estimated your income tax due on death? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you left assets to your spouse which can be rolled over tax-free? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you estimated the cost to have your will probated? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you reviewed how to best register the ownership of assets? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do you have enough cash to pay the cost of dying - including income taxes and executor and probate fees - without forcing the sale of family assets? |

- | Yes | No | Unsure | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If you have specific wishes regarding your funeral, have you left instructions with your executor? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared a living will or medical directive? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared a power of attorney for personal care or a health care proxy? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you documented your wishes regarding organ donations? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you considered making a planned gift to charity? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | If you have a business, do you have a succession plan? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does your spouse/children/executor know the names and addresses of your professional advisors? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does your spouse/children/executor know where to find your financial records, income tax returns, bank accounts, safety deposit box and insurance policies? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared a personal inventory? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you prepared all the necessary documents (including will, living will, powers of attorney) for your estate plan? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do you have all the information you need to complete your estate plan? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is your estate plan up to date? |