

GADSDEN SCHNEIDER & WOODWARD LLP
Estate Planning Questionnaire

Date: _____

To plan your estate properly, we need to have a thorough understanding of your personal and financial situation. This questionnaire is intended to be a "first step" in the planning process. We would appreciate your filling it out as completely as you consider appropriate and sending us copies of all documents requested. Thank you.

PERSONAL INFORMATION

Name: _____

Date of Birth: _____

Social Security #: _____

Citizenship: _____

Home Address: _____

County: _____ Resident since / /

Phone: _____

Fax: _____

Occupation: _____

Business Address: _____

Phone: _____

Fax: _____

E-mail Address: _____

If previously married:

Date of Marriage: _____

End of Marriage: _____

If divorced, was there
a property agreement? Yes No

FAMILY INFORMATION

CLIENT'S LIFE PARTNER (if Applicable)

Full Name: _____

Date of Birth: _____

SSN: _____

Home Address: _____

Citizenship: _____

Occupation: _____

Approximate
Net Worth: _____

Special Needs/
Considerations? _____

Life Partner's Children (if any):

Name: _____

Age: _____

CLIENT'S CHILDREN (If Applicable)

Full Name: _____

Date of Birth: _____

SSN: (if readily available) _____

Home Address: _____

Other Parent (if applicable): _____

Marital Status: _____

Occupation: _____

Beneficiary of Custodial Acct? Yes No Yes No Yes No Yes No

Approximate Net Worth: _____

Special Needs/ Considerations? _____

Children (if any):

 Name: _____

 Age: _____

 Name: _____

 Age: _____

 Name: _____

 Age: _____

 Name: _____

 Age: _____

Other Potential Beneficiaries
(include charities if desired):

Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____
Name: _____
Relationship: _____

INCOME

Salary: _____
Rental Income: _____
Investment Income: _____
Notes Receivable: _____
Retirement Income: _____

TOTAL: \$ _____

If you anticipate that your income will undergo a significant change over the next several years, please explain. _____

ASSETS

CASH

Checking Accounts: _____

Savings Accounts: _____

Money Market: _____

Cert. of Deposit: _____

Other (): _____

TOTAL: \$ _____

TANGIBLE PERSONAL PROPERTY

Automobiles: _____

Jewelry: _____

China, Silver: _____

Antiques: _____

Furnishings: _____

Boats: _____

Other (): _____

Other (): _____

Other (): _____

Other (): _____

Other (): _____

Other (): _____

TOTAL: \$ _____

REAL ESTATE

1. PRIMARY RESIDENCE

Address: _____

Date Acquired: _____

Fair Market Value: _____

Mortgage(s) Amt.: _____

Cost (or other)
Basis: _____

2. OTHER RESIDENCES

#1

#2

#3

Address: _____

Date Acquired: _____

Fair Market Value: _____

Mortgage(s) Amt.: _____

Cost (or other)
Basis: _____

Rental Income: Yes (\$) /yr No Yes (\$) /yr No Yes (\$) /yr No

3. COMMERCIAL OR RENTAL PROPERTIES

#1

#2

#3

Address: _____

Date Acquired: _____

Fair Market Value: _____

Mortgage(s) Amt.: _____

Cost (or other)
Basis: _____

Rental Income: Yes (\$) /yr No Yes (\$) /yr No Yes (\$) /yr No

TOTAL:	\$ _____	\$ _____	\$ _____
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MARKETABLE SECURITIES

Stocks: _____

Tax-Exempt
Bonds: _____

Taxable Bonds: _____

Traded Stock
Options: _____

Warrants: _____

Others (____): _____

Others (____): _____

<p>TOTAL: \$ _____</p>

CLOSELY-HELD BUSINESS INTERESTS (i.e. C Corp, S Corp, LLC, Partnership)

1. BUSINESS #1

Name: _____

Address: _____

Type of Business: _____

% Equity Interest: _____

Non-Equity Int. _____

Fair Market Value
of Entity: _____

2. BUSINESS #2

Name: _____

Address: _____

Type of Business: _____

% Interest Owned: _____

Fair Market Value
of Entity: _____

3. BUSINESS #3

Name: _____

Address: _____

Type of Business: _____

% Interest Owned: _____

Fair Market Value
of Entity: _____

4. SOLE PROPRIETORSHIP

Type of Business: _____

Fair Market Value: _____

<p>TOTAL FAIR MARKET VALUE: \$ _____</p>
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MISCELLANEOUS ASSETS

Notes Receivable: _____

Oil/Mineral
Interests: _____

Intellectual
Property: _____

Other (_____): _____

Other (_____): _____

<p>TOTAL: \$ _____</p>

RETIREMENT ASSETS

BENEFICIARY
(PRIMARY/ALTERNATE)

IRA(s): _____

Pension Plan(s): _____

Profit Sharing Plan(s): _____

401 (k) (s): _____

Keogh Plan(s): _____

ESOP(s): _____

Tax-Def. Annuity: _____

Deferred Comp.

Qualified: _____

Non-Qualified: _____

Other (_____): _____

<p>TOTAL: \$ _____</p>

Employee Stock Options –

[List on Separate Sheet]

INSURANCE

	<u>POLICY 1</u>	<u>POLICY 2</u>	<u>POLICY 3</u>	<u>POLICY 4</u>	<u>POLICY 5</u>
Insured:	_____	_____	_____	_____	_____
Primary Beneficiary:	_____	_____	_____	_____	_____
Alternate Beneficiary:	_____	_____	_____	_____	_____
Owner:	_____	_____	_____	_____	_____
Type:	_____	_____	_____	_____	_____
Company:	_____	_____	_____	_____	_____
Policy No.:	_____	_____	_____	_____	_____
Face Value:	_____	_____	_____	_____	_____
Cash Surrender Value:	_____	_____	_____	_____	_____
Loans Outstanding:	_____	_____	_____	_____	_____

LIABILITIES

<u>SECURED</u>	<u>AMOUNT</u>	<u>LENDER'S NAME</u>	<u>PROPERTY SECURING DEBT</u>
Mortgage (_____):	_____	_____	_____
Mortgage (_____):	_____	_____	_____
Mortgage (_____):	_____	_____	_____
Other (_____):	_____	_____	_____
Other (_____):	_____	_____	_____

UNSECURED

Other (_____):	_____
Other (_____):	_____
Other (_____):	_____
Other (_____):	_____

FIDUCIARY APPOINTMENTS

EXECUTOR

An executor or personal representative is the person who, or bank or trust company which, is charged with the duty of collecting your assets, paying off your debts and distributing the remaining property in accordance with your Will. You may appoint one or more executors or personal representatives to act concurrently or consecutively. We strongly recommend that you appoint at least two persons, banks or trust companies (whether concurrently or consecutively) as executors or personal representatives.

Primary Executor(s):

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Alternate Executor(s):

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

TRUSTEE

A trustee is the person who, or bank or trust company which, holds the assets placed in each trust created under your Will or Deed of Trust, as the case may be, for your beneficiaries. The trustee is responsible for investing the trust assets and, in accordance with your directions, making distributions of income and principal. You may appoint one or more trustees to act concurrently or consecutively. We strongly recommend that you appoint at least two persons, banks or trust companies (whether concurrently or consecutively) as trustees.

Primary Trustee(s):

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Alternate Trustee(s):

Name: _____

Relationship: _____

Name: _____

Relationship: _____

GUARDIAN

If both of the parents of a minor child (i.e., a child who is under the age of 18) should die, a guardian of the person and a guardian of the property of such child should be appointed. The "guardian of the person" will take physical custody of the child, and the "guardian of the property" will manage the child's assets. You may appoint one or more persons to act concurrently or consecutively as guardians of the person and guardians of the property of a minor child. We strongly recommend that you appoint at least two persons (whether concurrently or consecutively) as guardians.

Primary Guardian(s):

Name: _____

Relationship: _____

Specify Type: Person Property Both

Name: _____

Relationship: _____

Specify Type: Person Property Both

Alternate Guardian(s):

Name: _____

Relationship: _____

Specify Type: Person Property Both

Name: _____

Relationship: _____

Specify Type: Person Property Both

QUESTIONS

- | | | | | |
|----|--|-----|----|---|
| 1. | Do you have a Will? | Yes | No | |
| 2. | Do you have a Power of Attorney? | Yes | No | |
| 3. | Do you have a Living Will? | Yes | No | |
| 4. | Are you the trustee of any trust? | Yes | No | |
| 5. | Are you the beneficiary of any trust? | Yes | No | |
| 6. | Do you expect to receive a large inheritance? | Yes | No | |
| 7. | Do you have a power to appoint the principal of any trust? | Yes | No | |
| 8. | Have you ever filed a gift tax return? | Yes | No | Y |
9. If there are special considerations that might affect your estate planning, please explain. _____

9. Your preferred address for correspondence: _____

10. Who referred you to us for estate planning? _____

POINTS TO CONSIDER

Before discussing estate planning and tax consequences with us, you may want to consider the following:

- (1) Which, if any, of your beneficiaries (e.g., children, grandchildren, dependent parents, other relatives or charities) do you want to receive property outright and which, if any, do you want to receive property in trust?
- (2) To what extent do you want your trust beneficiaries to be able to direct what happens to the assets of a trust on their deaths?
- (3) If you have young children, do you want to (a) create one trust for all of your children so that the trustee can allocate assets based on need until the youngest

child reaches a certain age or (b) divide all assets equally among your children? Similarly, at what age or ages do you want your children (or other beneficiaries) to have control over part or all of the property that you give them?

- (4) Do you want adopted children to be treated in the same manner as natural-born children?

DOCUMENTS TO BE ATTACHED

Please provide us with copies of the following documents (if applicable): ATTACHED

- 1. Existing Estate Planning Documents _____
- 2. Divorce Decree/Property Agreement _____
- 3. Trust(s) under which you serve as trustee _____
- 4. Will(s)/Trust(s) under which you have a power of appointment _____
- 5. All gift tax returns previously filed by you _____
- 6. Plan documents for retirement assets (particularly, provisions governing beneficiary designations and death pay-out options) _____
- 7. Buy-Sell Agreement(s) _____
- 8. General Partnership Agreement(s) _____
- 9. Limited Partnership Agreement(s) _____
- 10. LLC Operating Agreement(s) _____
- 11. Living Wills _____
- 12. Powers of Attorney _____
- 13. Deeds for all real estate held _____