Generally Speaking PDF

Basic Estate Planning

Holistic

Specific Purpose

Three Legal Phases

Competent

Incompetent

Deceased

Methods of Property Transfer at Death

Judicial

Probate

Contract

Life Insurance

Annuities

Trusts
Legislative

Transfer on Death

Joint Ownership

Estate Planning Documents

Three Ring Binder

Administrative Notes

Attorney Provided

Self Created

Letters of Instruction

Document Security

Safety Deposit Box

Fire Safe

Electronic Storage

Copies

Agent

Representative (Personal Representative)
Residency Establishment

Voter Registration

Driver License / Identification Card

Vehicle Registration

Home Ownership / Homestead Exemption

School Enrollment

Income Tax Return

Bank Accounts

Affidavit of Domicile

Document Execution

Witnessed

Notarized

Avoid Fill-in-the-Blank Forms

Hospital Emergency Forms
Named Parties

Agent

Representative (Personal Representative)

Trustee

Primary

Unable

Unwilling

Quit

Secondary

Secondary

Walking into a Mess

Document Copies

Asset Management Institutions

Grantor as Trustee

Successor Trustee

Death
Pre-Need Guardian Affidavit

Government Agencies

Law Firm

Asset Inventory (Private)

Distribution Provisions (Private)

Trust Certification

ART Considerations

Physical

Emotional

Intellectual

Family

Financial

Flexibility
Trust Funding

Funding Instructions

Contracts versus Non-Contracts

Qualified versus Non-Qualified

Grantor Engagement and Ability

Attorney Assistance

Grantor Inability

Trust Schedules

A - Changes

B - Personal Property Memorandum

C - Gifting

D - Residuary Distribution

Primary

Secondary

Incident or Incentive Driven

Frequency
Lump Sum

Periodic

Income Stream

Combination

Special Considerations

Social Security Disability

Marriage

Natural Born and Adopted

Disadvantaged Beneficiaries

Charitable

E – Asset Inventory

F – Address and Phone Number Changes

G – Gifting Equalization / Loans

Estate Tax Provisions

Always

Why Wouldn’t An Attorney Include
Personal Representative Requirements

**Blood Relative**

**Florida Resident**

**Competent Adult**

**No Felony Convictions (!)**

**Corporate Trustee**

**Primary and Successor**

**Document Review**

**Fiduciary**

**Time / 2 to 3 Years**

**Physical**

**Emotional**

**Intellectual**

**Gray Zone Problems**

**Self**

**Spouse**

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Most Difficult Time

Advisors, Agents, Bankers, Brokers, Planners

Family

Divorce

Birth / Adoption

Financial / Economic

Political / Laws / Rules / Regulations

Income / Net Worth

Death Administration

Public

Probate

Court Approved

Inventory

Letters of Administration

Calendaring Process

Probate Fees

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Statutory / Circuit Court / Judge Preference

Levels of Probate

Personal Property

Summary

Full

Ancillary Probate

Private

Notice of Trust Administration

Will on Deposit

Heir Notification

Document Duplication & Distribution

Inventory & Notification

 Debts, Settlement Costs, Taxes & Obligations

Heir Communications

Cost of Administration by Successor Trustee

Irrevocable, No Changes
Tax Identification Number

Preliminary Distribution

Two Year Creditor Period

Summary