

Personal Planning Survey:

Today's date _____

(No real name for class purposes) Age Health U.S. Citizen
Name: _____

Spouse: _____

Number of Children: _____ Number of Grandchildren: _____

Any special issues with spouse, children or grandchildren (health or otherwise if you are leaving assets to them)?

Occupation: _____ Spouse: _____ Annual Income: _____

Net Worth: _____ IRD Assets (commercial annuities, 401k, IRA, etc): _____

How concerned are you about Long Term Care for yourself or spouse (on a scale of 1 to 10 with 10 being most concerned): _____

WHAT IS YOUR MAJOR FINANCIAL CONCERN? _____

Do you have a Will? ___ Handwritten? ___ Statutory? ___ Formal? ___ Pour-Over? ___

Do you have a Durable Power of Attorney for Finances? ___ When was it last reviewed? _____

Do you have an Advanced Health Care Directive? ___ When was it last reviewed: _____

Living Trust ___ Do you have any other type of Trust: _____

When was the Trust(s) last Reviewed: _____

Have you spoken to your health care agent (last conversation was on: _____) and successor trustee about long term care and the quality of life that makes life worth living for you? _____

Discussed Hospice Care? ___ Your funeral desires? _____

Do you vacation in any other state for an extended period of time? _____

Copies of all Titles to assets have been reviewed (for your own file attach your copies)? _____

Are Heirs capable of managing lump-sum distributions? _____

Should income only distributions be considered to any heir? _____

The survivor spouse knows how I want my 50% of the estate to be managed & bequeathed? _____

Estate Planning Administrative issues (for your own files-no need to complete for case study):

Location of birth/citizenship/marriage certificates: _____

Location of titles, abstracts, leases: _____

Location of life insurance policies: _____

Location of stock and bond certificates: _____

Location of Will, Trust, Durable Powers, Advanced Health Care documents: _____

Location of Cemetery plot or Mausoleum space and corresponding paper work: _____

Safe deposit box: _____ if yes, box number: _____

Location of KEY: _____ Name of the bank: _____

Other Issues: _____

MY PERSONAL OBJECTIVE TODAY (month ____ year ____)

IS TO:	HIGH	MODERATE	LOW
Increase current income	_____	_____	_____
Defer current income	_____	_____	_____
Reduce income tax	_____	_____	_____
Conserve estate for heirs	_____	_____	_____
Diversify investment assets	_____	_____	_____
Develop a business succession plan	_____	_____	_____
Review adequacy of insurance	_____	_____	_____
Maximize company benefits	_____	_____	_____
Education of child/grandchild(circle)	_____	_____	_____
Reduce Federal Estate Tax	_____	_____	_____
Professional investment mgmt For Heirs	_____ _____	_____ _____	_____ _____
Transfer wealth during lifetime Lump sum	_____	_____	_____
To heirs	_____	_____	_____
To charity	_____	_____	_____
Income only	_____	_____	_____
To heirs	_____	_____	_____
To charity	_____	_____	_____

Faster investment growth	_____	_____	_____
Convert unproductive assets	_____	_____	_____
Shift tax dollars ONLY to charity	_____	_____	_____
Gift to charity through will or trust	_____	_____	_____
Choose an Executor	_____	_____	_____
Choose successor Trustees	_____	_____	_____

FINANCIAL INVENTORY or NET WORTH STATEMENT:

Must know how you have Title to your assets:

Fee – in Person’s own name

CP – Community Property with Right of Survivorship

JT – Joint Tenancy with Right of Survivorship

TC – Tenancy in Common

SP – if married and own property as Separate Property please make a note

LT – Living Trust

1. CASH (savings, money market accounts, checking accounts, certificates of deposit)

Type of account	Market Value	Title	% Owned
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Real Estate

(vacant land, rentals, home)

Asset	Date of purchase	Cost basis	Title	% Owned	Market Value
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

3. Stocks, bonds, mutual funds, annuities (NOT in your IRA’s, Keogh, 401k, 403b, or any pension plan) for class planning survey please do not list individual stocks, bonds or mutual funds

Description	Date of purchase	Cost basis	Title	Market Value
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

4. Asset/Participant (IRA's, Keogh, 401k, 403b, or any pension plan)

Description	Market Value	Title	Owned by
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. Business Interests

Legal form (partnership, C-corp.)	Market Value	Cost Basis	Title	% Owned
_____	_____	_____	_____	_____

6. Life Insurance

Contract	Cash Value	Death Benefit	Loans	Insured	Owner
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

FINANCIAL SUMMARY:

Gross Market Value of Estate	Debt	Net Worth
_____ LESS _____	_____	= _____

Client Approx. Annual Income from Investments: _____ Spouse's Income: _____

Social Security Income: _____ If Spouse Dies: _____

Pension Plan Income: _____ If Spouse Dies: _____

Other Income Sources not listed, the annual amount is: _____

MY TOTAL ANNUAL INCOME TODAY IS: _____

I/We save about \$ _____ annually

Any expectation of an inheritance: _____ amount: _____

Value of Assets that will need to go through probate (want it to be \$150K or less which will require a probate short form: (PROBATE ESTATE) Assets that are not titled in your living trust or pass automatically by title.

VALUE

- _____ Personal Misc. Items
- _____ Jewelry, collectables
- _____ cash
- _____ checking account in own name
- _____
- _____

TOTAL:

- IRD Assets: _____ IRA
 _____ Annuity (commercial NOT Charitable Gift Annuity)
 _____ Unpaid salary
 _____ 401k or 403b funds
 _____ 457 Plan
 _____ Interest or Job Related Income

IRD Total _____ (Value of Assets that will be subject to "Income in Respect of the Decedent" (IRD)
 Any income that has not been taxed to the person but would have been taxed if the person was living. IRD
 assets are subject to California and Federal Income Taxes.

Family Questionnaire? (SPOUSE 1)

1. Which of the following are most important to you? (Please rank them from 1 to 5, with 1 as the highest and 5 as the lowest value.)

- | | |
|---|---|
| <input type="checkbox"/> Personal achievement | <input type="checkbox"/> Personal incentive and hard work |
| <input type="checkbox"/> Career success | <input type="checkbox"/> Self-esteem |
| <input type="checkbox"/> Financial independence | <input type="checkbox"/> Service to others |
| <input type="checkbox"/> Family unity and tradition | <input type="checkbox"/> Permanent legacy |
| <input type="checkbox"/> Responsible uses pr money | <input type="checkbox"/> Philanthropy |
| <input type="checkbox"/> Creativity | <input type="checkbox"/> Volunteerism |
| <input type="checkbox"/> Spirituality | <input type="checkbox"/> Other Community standing |

2. Who or what was the greatest influence on you in developing your values?

- | | |
|--|---|
| <input type="checkbox"/> Parents | <input type="checkbox"/> Mentors |
| <input type="checkbox"/> Other relatives | <input type="checkbox"/> Personal experiences |
| <input type="checkbox"/> Teachers | <input type="checkbox"/> Other: _____ |

3. How did your family achieve your, present financial status?

- | | |
|---|--|
| <input type="checkbox"/> Inherited.wealth | <input type="checkbox"/> Personal effort |
| <input type="checkbox"/> Good fortune | <input type="checkbox"/> Support from others |

4. Please describe your parents' financial history?

5. Which financials values/decisions of your parents continue to affect you the most today? _____

6. How much money do you need to spend each year to live comfortably? _____

7. What key values do your children already possess? _____

How do these values get transmitted to your grandchildren? _____

8. How wealthy do you want your children (and grandchildren) to become? _____

9. What are the pros and cons of leaving substantial wealth to your children?

Benefits: _____

Risks: _____

10. How confident are you that your children have the judgment and skills to manage and to use inherited wealth?

11. How philanthropic and public service oriented do you expect your children to be? _____

Does it matter to you? _____

12. What part does philanthropy play in your own value system? _____

13. Are there institutions that have been important to you in your life? _____

14. Do you feel a personal responsibility beyond your family? _____

15. There are three basic beneficiaries of your estate: your heirs, the IRS, and the institutions and causes that matter to you.

What is the current percentage distribution? Heirs ____% IRS ____% Philanthropy ____%

What would you like it to be? Heirs ____% IRS ____% Philanthropy ____%

This questionnaire was designed by Charles W. Collier, when he was the senior philanthropic adviser at Harvard University. *Wealth in Families* by Charles W. Collier (Jun 30, 2006)

From the book's introduction: My purpose in writing *Wealth in Families* is to encourage you to think deeply about the fundamental questions surrounding wealth and its effect on your family. If I am successful, you may

find yourself choosing to alter the ways in which you plan and act with regard both to your wealth and to your family.

After 25 years working with individuals and families of wealth, I have discovered that the hardest, yet most rewarding, part of the planning process is asking essential questions about what people want to preserve - besides financial wealth - and how they can enhance each family member's growth.

These "why" questions surrounding family wealth are the most important ones, and yet they are rarely asked. The questions about the meaning and purpose of wealth should drive the thinking of individuals and families, and the resulting estate planning decisions and outcomes. Thinking about values first, products second. This book explores the meaning of wealth (Chapter 2), the amount of an appropriate inheritance (Chapter 3), family communication (Chapter 4), the development of a balanced approach to money (Chapter 5), financial education (Chapter 6), and the philanthropic impulse (Chapter 7). Several chapters include interviews with leading experts in the field of family wealth management.

Family Questionnaire? (SPOUSE 2)

1. Which of the following are most important to you? (Please rank them from 1 to 5, with 1 as the highest and 5 as the lowest value.)

- | | |
|---|---|
| <input type="checkbox"/> Personal achievement | <input type="checkbox"/> Personal incentive and hard work |
| <input type="checkbox"/> Career success | <input type="checkbox"/> Self-esteem |
| <input type="checkbox"/> Financial independence | <input type="checkbox"/> Service to others |
| <input type="checkbox"/> Family unity and tradition | <input type="checkbox"/> Permanent legacy |
| <input type="checkbox"/> Responsible uses pr money | <input type="checkbox"/> Philanthropy |
| <input type="checkbox"/> Creativity | <input type="checkbox"/> Volunteerism |
| <input type="checkbox"/> Spirituality | <input type="checkbox"/> Other Community standing |

2. Who or what was the greatest influence on you in developing your values?

- | | |
|--|---|
| <input type="checkbox"/> Parents | <input type="checkbox"/> Mentors |
| <input type="checkbox"/> Other relatives | <input type="checkbox"/> Personal experiences |
| <input type="checkbox"/> Teachers | <input type="checkbox"/> Other: _____ |

3. How did your family achieve your, present financial status?

- | | |
|---|--|
| <input type="checkbox"/> Inherited.wealth | <input type="checkbox"/> Personal effort |
| <input type="checkbox"/> Good fortune | <input type="checkbox"/> Support from others |

4. Please describe your parents' financial history?

5. Which financials values/decisions of your parents continue to affect you the most today? _____

6. How much money do you need to spend each year to live comfortably? _____

7. What key values do your children already possess? _____

How do these values get transmitted to your grandchildren? _____

8. How wealthy do you want your children (and grandchildren) to become? _____

9. What are the pros and cons of leaving substantial wealth to your children?

Benefits: _____

Risks: _____

10. How confident are you that your children have the judgment and skills to manage and to use inherited wealth?

11. How philanthropic and public service oriented do you expect your children to be? _____

Does it matter to you? _____

12. What part does philanthropy play in your own value system? _____

13. Are there institutions that have been important to you in your life? _____

14. Do you feel a personal responsibility beyond your family? _____

15. There are three basic beneficiaries of your estate: your heirs, the IRS, and the institutions and causes that matter to you.

What is the current percentage distribution? Heirs ____% IRS ____% Philanthropy ____%

What would you like it to be? Heirs ____% IRS ____% Philanthropy ____%