

# PERSONAL INFORMATION FORM

Married Couple  
With Young Children

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Name of Client

Confidential information

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**PERSONAL INFORMATION**

Husband's Legal Name \_\_\_\_\_  
(name most often used to title property and accounts)

Also Known As \_\_\_\_\_  
(other names used to title property and accounts)

Prefer to be called \_\_\_\_\_ Birth date \_\_\_\_\_

US Citizen? Yes  No

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ County of Residence \_\_\_\_\_

Cell Number \_\_\_\_\_

Employer \_\_\_\_\_ Position \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Telephone \_\_\_\_\_

E-mail Address \_\_\_\_\_

It is okay to communicate with me via my E-mail address

Date of Marriage \_\_\_\_\_

Wife's Legal Name \_\_\_\_\_  
(name most often used to title property and accounts)

Also Known As \_\_\_\_\_  
(other names used to title property and accounts)

Prefer to be called \_\_\_\_\_ Birth date \_\_\_\_\_

US Citizen? Yes  No

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ County of Residence \_\_\_\_\_

Cell Number \_\_\_\_\_

Employer \_\_\_\_\_ Position \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Telephone \_\_\_\_\_

E-mail Address \_\_\_\_\_

It is okay to communicate with me via my E-mail address

**CHILDREN AND/OR OTHER FAMILY MEMBERS**

(Use full legal name. Use "JT" if both spouses are the parents, "H" if husband is the parent, "W" if wife is the parent, "S" if a single parent.)

**Name** \_\_\_\_\_ **Birth date** \_\_\_\_\_ **Parent or Relationship** \_\_\_\_\_

Comments: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Name** \_\_\_\_\_ **Birth date** \_\_\_\_\_ **Parent or Relationship** \_\_\_\_\_

Comments: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Name** \_\_\_\_\_ **Birth date** \_\_\_\_\_ **Parent or Relationship** \_\_\_\_\_

Comments: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Name** \_\_\_\_\_ **Birth date** \_\_\_\_\_ **Parent or Relationship** \_\_\_\_\_

Comments: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**ADVISORS**

Personal Attorney \_\_\_\_\_

Telephone \_\_\_\_\_

Accountant \_\_\_\_\_

Telephone \_\_\_\_\_

Financial Advisor \_\_\_\_\_

Telephone \_\_\_\_\_

## YOUR CONCERNS

Please rate the following as to how important they are to you:  
 (**H** high concern, **S** some concerned, **L** low concern, **N/A** no concern or not applicable)

Description	Level of Concern Husband    Wife
Desire to get affairs in order and create a comprehensive plan to manage affairs in case of death or disability.	_____ / _____
Providing for and protecting a spouse.	_____ / _____
Providing for and protecting children.	_____ / _____
Providing for and protecting grandchildren.	_____ / _____
Disinheriting a family member.	_____ / _____
Providing for charities at the time of death.	_____ / _____
Plan for the transfer and survival of a family business.	_____ / _____
Avoiding or reducing your estate taxes.	_____ / _____
Avoiding probate.	_____ / _____
Reduce administration costs at time of your death.	_____ / _____
Avoiding a guardianship (“living probate”) in case of a disability.	_____ / _____
Avoiding will contests or other disputes upon death.	_____ / _____
Protecting assets from lawsuits or creditors.	_____ / _____
Preserving the privacy of affairs in case of disability or at time of death from business competitors, predators, dishonest persons and curiosity seekers.	_____ / _____
Plan for a child with disabilities or special needs, such as medical or learning disabilities.	_____ / _____
Protecting children’s inheritance from the possibility of failed marriages.	_____ / _____
Protect children’s inheritance in the event of a surviving spouse’s remarriage.	_____ / _____
Provide that your death shall not be unnecessarily prolonged by artificial means or measures.	_____ / _____

Other Concerns (Please list below):

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**IMPORTANT FAMILY QUESTIONS**

(Please check "Yes" or "No" for your answer)

Yes No

Are you (or your spouse) receiving Social Security, disability, or other governmental benefits?

Describe \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you (or your spouse) making payments pursuant to a divorce or property settlement order?  
Please furnish a copy.

\_\_\_\_\_

\_\_\_\_\_

If married have you and your spouse signed a pre- or post-marriage contract?  
Please furnish a copy.

\_\_\_\_\_

\_\_\_\_\_

Have you (or your spouse) been widowed? If a federal estate tax return or a state death tax  
return was filed, please furnish a copy.

\_\_\_\_\_

\_\_\_\_\_

Have you (or your spouse) ever filed federal or state gift tax returns?  
Please furnish copies of these returns.

\_\_\_\_\_

\_\_\_\_\_

Have (you or your spouse) completed previous will, trust, or estate planning?  
Please I furnish copies of these documents.

\_\_\_\_\_

\_\_\_\_\_

What passions and causes define your life? Have you considered leaving a portion of your  
estate to a charity that reflects your beliefs and values? We can provide you with tax  
advantaged options that increase the benefit of philanthropic giving.

\_\_\_\_\_

\_\_\_\_\_

Details:

\_\_\_\_\_

If married, have you lived in any of the following states while married to each other?  
Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington, or Wisconsin.

\_\_\_\_\_

\_\_\_\_\_

Are you (or your spouse) currently the beneficiary of anyone else's trust?  
If so, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do any of your children have special educational, medical, or physical needs?

\_\_\_\_\_

\_\_\_\_\_

Do any of your children receive governmental support or benefits?

\_\_\_\_\_

\_\_\_\_\_

Do you provide primary or other major financial support to adult children or others?

\_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL RELEVANT INFORMATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PROPERTY INFORMATION

### INSTRUCTIONS FOR COMPLETING THE PROPERTY INFORMATION CHECKLIST

**General Headings**

This Property Information checklist is designed to help you list all the property you own and what it is worth. If you do not own property under a particular heading, just leave that section blank. Under certain headings you may own more property than can be listed on this checklist. If so, use extra sheets of paper to list your additional property.

**Type**

Immediately after the heading for each kind of property is a brief explanation of what property you should list under that heading.

**“Owner” of Property**

How you own your property is extremely important for purposes of properly designing and implementing your estate plan. For each property please indicate how the property is titled. When doing so, please use the following abbreviations:

<b>Owner of Property</b>	<b>Use</b>
If married, Husband’s name alone, with no other person	H
If married, Wife’s name alone, with no other person	W
If married, Joint Tenancy with spouse	JTS
Joint Tenancy with someone other than a spouse, i.e. a child, parent, etc.	JTO
If you cannot determine how the property is owned	?

### SUMMARY OF VALUES

<b>ASSETS</b>	<b>Amount*</b>		
	<b>Husband</b>	<b>Wife</b>	<b>Total Value</b>
Real Property			
Mortgages or other debt			
Furniture and Personal Effects			
Automobiles, Boats and RV’s			
Bank and Savings Accounts			
Stocks and Bonds			
Life Insurance and Annuities			
Retirement Plans			
Business Interests			
Money Owed to You			
Anticipated Inheritance			
Other Assets:			
<b>Total Assets:</b>			

\* **Joint Property values enter ½ in husband’s column and ½ in wife’s column.**

Do you have specific bequests you would like to make at this time? Common items typically include jewelry, valuable artwork, and family heirlooms.

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## DESIGN INFORMATION

### PERSONS TO ACT FOR YOU:

**GUARDIAN FOR MINOR CHILDREN:** If you have any children under the age of 18, list in order of preference who you wish to be guardian.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Instructions or Guidelines \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Instructions or Guidelines \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Instructions or Guidelines \_\_\_\_\_

**DISTRIBUTION TO CHILDREN:** A normal choice is to delay the outright distribution until your youngest child is 25 years old. You may want to choose another age or leave the assets in trust longer to help your children manage their wealth.

**TRUSTEE(S) FOR CHILDREN'S TRUST:** If a trust is established for the benefit of your children, choose one or more persons to manage the assets. The trustee can be the same person as the guardian or you may wish to separate the duties.

**FOR HUSBAND**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

**FOR WIFE**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_ Cell Number \_\_\_\_\_

<b>Name</b>		<b>Relationship</b>
_____		_____
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____		

**PERSONAL REPRESENTATIVE:** After your death, who do you want carrying out your instructions and responsible for distribution of probate property for your beneficiaries?

**FOR HUSBAND**

<b>Name</b>		<b>Relationship</b>
_____		_____
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____		

<b>Name</b>		<b>Relationship</b>
_____		_____
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____		

**FOR WIFE**

<b>Name</b>		<b>Relationship</b>
_____		_____
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____		

<b>Name</b>		<b>Relationship</b>
_____		_____
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____		

**POWER OF ATTORNEY:**

If you were unable to make financial decisions for yourself, who would you want to make those decisions for you?

**HUSBAND'S AGENT**

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____	_____	
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____	_____	
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____	_____	
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

**WIFE'S AGENT**

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____	_____	
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____	_____	
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
<hr/>		
Address		
<hr/>		
Home Telephone	Work Telephone	Cell Number
<hr/>		
Instructions or Guidelines		
<hr/>		

**LIVING WILL:** Do you want to provide that the moment of your death not be unnecessarily prolonged by artificial means or measures? Husband:  Yes  No      Wife:  Yes  No

Do you want to provide that your organs and tissues should be made available for transplant purposes?      Husband:  Yes  No      Wife:  Yes  No

**HEALTH CARE:** If you were unable to make decisions for yourself, who would you want to make decisions for you with regard to your medical treatment?

**HUSBAND'S AGENT**

<b>Name</b>	<b>Relationship</b>	
<hr/>		
Address		
<hr/>		
Home Telephone	Work Telephone	Cell Number
<hr/>		
Instructions or Guidelines		
<hr/>		

<b>Name</b>	<b>Relationship</b>	
<hr/>		
Address		
<hr/>		
Home Telephone	Work Telephone	Cell Number
<hr/>		
Instructions or Guidelines		
<hr/>		

<b>Name</b>	<b>Relationship</b>	
<hr/>		
Address		
<hr/>		
Home Telephone	Work Telephone	Cell Number
<hr/>		
Instructions or Guidelines		
<hr/>		

**WIFE'S AGENT**

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

<b>Name</b>	<b>Relationship</b>	
_____	_____	
Address		
_____		
Home Telephone	Work Telephone	Cell Number
_____	_____	_____
Instructions or Guidelines		
_____		

Do you want to authorize your Medical Agent to take whatever steps are necessary to keep you in a personal residence rather than nursing home?      Husband: Yes No      Wife: Yes No

Do you want to provide that upon certification by 2 physicians of need for psychological or substance treatment, Agent may arrange for voluntary admission?      Husband: Yes No      Wife: Yes No

**Do you prefer burial or cremation?** \_\_\_\_\_

**REMOTE CONTINGENT BENEFICIARY:** Who do you want to receive your property in the remote event that no one listed above is alive to receive your property? Determining the remote contingent beneficiary is not so important that it should cause you to delay completion of your entire estate plan.

In the remote event no one is alive to receive my property I want my property distributed as follows:

To each spouse's heirs-at-law.

One-half to Husband's heirs-at-law and one-half to Wife's heirs at law.

To the following named individuals and/or charities:

\_\_\_\_\_  
\_\_\_\_\_

**OTHER ITEMS TO INCLUDE OR DISCUSS:** Obviously your estate plan should address all your hopes, fears, and wishes. Please list any other items you want included or want to discuss:

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**Congratulations on completing this questionnaire.  
I look forward to meeting with you and putting your desires into a plan.**