

# CAFFERKY | RUSSO Law – Estate Plan Organizer

## Prioritize your Estate Planning Goals (1-10)

- \_\_\_ maintain privacy
- \_\_\_ minimize taxes
- \_\_\_ minimize total costs
- \_\_\_ leave a legacy
- \_\_\_ keep certain assets in the family
- \_\_\_ alter the “default rules”
- \_\_\_ give to charity
- \_\_\_ provide for a disabled loved one
- \_\_\_ delay distributions to children
- \_\_\_ \_\_\_\_\_

Are we talking about **TAXES**? Not every estate is taxable. Your gross estate is comprised of all the personal and real property you own at the time of your death (do not subtract any mortgages or other debt), including:

Real Estate in OREGON	\$ _____
Real Estate in _____	\$ _____
Stocks and Bonds	\$ _____
Private Notes You Hold	\$ _____
Cash and Liquid Assets	\$ _____
Collectibles (art, coins)	\$ _____
Other Personal Property	\$ _____
Intangible Property (trademarks, royalties, accounts receivable)	\$ _____
Face Value of Life Insurance Policies on You (no POD)	\$ _____
Face of Life Insurance Policies you hold on another	\$ _____
Other _____	\$ _____
<b>TOTAL</b>	\$ _____
Oregon tax threshold (2018)	\$1,000,000
Federal tax threshold (2018)	\$11,200,000

## Check any of these that **Apply to You**:

- Minor or Troubled Children
- Current Illness or Disability (*you, your parent, other loved one:* \_\_\_\_\_)
- Remarriage or Unmarried Cohabitation
- Spouse or Family Member that is NOT a US Citizen (*status:* \_\_\_\_\_)
- Family or Closely Held Business
- Loved One with Special Needs
- Farmland, Forestry Interests, etc.
- Rental Properties
- Real Property outside Oregon located: \_\_\_\_\_
- Jewelry, Coins, Artwork, Antiques and Collections
- Copyrights, Trademarks, and Patents
- Pets

Who is on your **Team**? Who do you trust to make decisions that impact you, loved ones, and your legacy when you are **unable to do so**?

- decisions for you, during your life:
  - health: \_\_\_\_\_
  - \_\_\_\_\_
  - financial: \_\_\_\_\_
  - \_\_\_\_\_
- for dependents until age 18:
  - care: \_\_\_\_\_
  - \_\_\_\_\_
  - financial: \_\_\_\_\_
  - \_\_\_\_\_
- manage your final affairs
  - \_\_\_\_\_
  - \_\_\_\_\_
- manage your assets and legacy longterm

## Who do feel should **inherit** your assets?

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## On a **separate piece of paper** write down:

- full names and addresses for you and your family members
- contact information for your named fiduciaries (*see center column, “Team”*)
- contact information for your current advisors (*legal, financial, tax*)
- details about your assets and liabilities at their current values
- specifics on how you hold title to each asset (*joint tenancy, right of survivorship*)
- summary of how you make and spend your money
- list of any questions, concerns and ideas

## Gather **Important Papers**, such as:

- retirement plan and life insurance beneficiary statements
- employment benefits statements, life insurance policies, long-term care policies, prepaid burial plans, deeds to real property, partnership and business agreements
- last two years of income tax returns
- divorce papers, premarital agreements, existing estate plan documents and any other contractual documents