

## WILL PLANNING QUESTIONNAIRE

This worksheet is designed to help you gather the preliminary information needed to create a will. Once completed, share this information with an advisor or lawyer who can assist you in making a legal will.

1. Whom do you wish to be your executor?

**You:** \_\_\_\_\_ **Your spouse:** \_\_\_\_\_

2. Do you wish to appoint someone to assist your executor? Who (co-executor)?

**You:** \_\_\_\_\_ **Your spouse:** \_\_\_\_\_

3. Do you wish to name someone to replace your executor in the event of death (contingent executor)?

**You:** \_\_\_\_\_ **Your spouse:** \_\_\_\_\_

4. Do you wish to leave any personal property to anyone (e.g., jewelry, collections, clothing)?

**You:** \_\_\_\_\_ **Your spouse:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Do you wish to leave a sum of money to anyone?

**You:** \_\_\_\_\_ **Your spouse:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Do you wish to leave the remainder of your estate to your spouse?

**You:** Yes \_\_\_\_\_ **Your spouse:** Yes \_\_\_\_\_  
No \_\_\_\_\_ No \_\_\_\_\_

6b. If not, do you want to create a trust for your spouse, with the trust assets going to your children when your spouse dies?

**You:** Yes \_\_\_\_\_ **Your spouse:** Yes \_\_\_\_\_  
No \_\_\_\_\_ No \_\_\_\_\_

7. Do you wish that anything in your will gifted to your children go directly to them or be held in trust by the executor?

**You:** \_\_\_\_\_

**Your spouse:** \_\_\_\_\_

8. Do you wish to have your business managed by trustees until your spouse and/or children are capable of doing so?

**You:** Yes \_\_\_\_\_

**Your spouse:** Yes \_\_\_\_\_

No \_\_\_\_\_

No \_\_\_\_\_

### **In the event that children are left alone while minors**

9. Whom do you wish to name as guardian or guardians?

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10. Do you wish your estate to be held in one trust until your youngest child reaches a certain age (usually age of majority) with income from the trust paid to children according to their individual needs?

**You:** Yes \_\_\_\_\_

**Your spouse:** Yes \_\_\_\_\_

No \_\_\_\_\_

No \_\_\_\_\_

### **Or**

Do you wish your estate to be divided equally and held in separate trusts with income paid to each child from his or her own trust?

**You:** Yes \_\_\_\_\_

**Your spouse:** Yes \_\_\_\_\_

No \_\_\_\_\_

No \_\_\_\_\_

11. If, at any time because of inflation or special needs, the income is not sufficient, do you wish to allow the children to use part of their capital?

**You:** Yes \_\_\_\_\_

**Your spouse:** Yes \_\_\_\_\_

No \_\_\_\_\_

No \_\_\_\_\_

12. At what age should each child receive his or her share (date of final distribution – e.g., age of majority, age 21, half at age 21 and remainder at age 25)?

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13. If a child passes away before the date of final distribution and leaves children of his or her own alive, do you wish your grandchildren to take your child's share?

Yes \_\_\_\_\_ No \_\_\_\_\_

14. If a child passes away before the date of final distribution and leaves children of his or her own alive, do you wish that child's share to go to your other children still alive?

Yes \_\_\_\_\_ No \_\_\_\_\_

15. If none of your children survive to the date of final distribution, to whom do you wish to leave the rest of your estate?

**You:** \_\_\_\_\_  
\_\_\_\_\_

**Your spouse:** \_\_\_\_\_  
\_\_\_\_\_

16. Do you wish to leave money to a charity?

**You:** \_\_\_\_\_  
\_\_\_\_\_

**Your spouse:** \_\_\_\_\_  
\_\_\_\_\_

16b. If yes, which charities?

**You:** \_\_\_\_\_  
\_\_\_\_\_

**Your spouse:** \_\_\_\_\_  
\_\_\_\_\_

### Other provisions

17. Are there any special clauses you want in your will?

**You:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Your spouse:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. Has funeral/cremation been pre-arranged?

**You:** \_\_\_\_\_

**Your spouse:** \_\_\_\_\_

19. Are there any special funeral instructions?

**You:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Your spouse:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Create a balance sheet

### Assets

	You	Your spouse
Personal residence	\$ _____	\$ _____
Other real estate	_____	_____
Personal property	_____	_____
Registered Retirement Savings Plans (RRSPs)	_____	_____
Registered Retirement Income Funds (RRIFs)	_____	_____
Registered Pension Plans (RPPs)	_____	_____
Tax-free savings accounts (TFSA's)	_____	_____
Stocks and bonds	_____	_____
Life insurance	_____	_____
Business interests	_____	_____
Bank accounts	_____	_____
Other assets	_____	_____

### Liabilities

	You	Your spouse
Credit cards	_____	_____
Personal loans	_____	_____
Business loans	_____	_____
Mortgages	_____	_____
Other liabilities	_____	_____
<b>Total assets</b>	<b>\$ _____</b>	<b>\$ _____</b>
<b>Total liabilities</b>	<b>\$ _____</b>	<b>\$ _____</b>

