

ESTATE PLANNING GUIDE CANADA

Your Personal Financial Pension Planner



ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

Your Personal Financial Pension Planner

As we hurry through life—raising a family, pursuing a career and accumulating assets—we rarely pause long enough to find out exactly where we are, both personally and financially. We dutifully fill out business records, credit forms, income tax returns and countless other forms demanded by governments and companies alike. But for all the documents we prepare for other people in the course of our adult lives, few of us ever manage to complete one of the most important documents we can prepare for ourselves and our loved ones—a personal estate planning record.

This record serves a number of valuable purposes:

- 1.) It can provide important personal information about you and your family that will be most helpful to your executor (personal representative) when it comes time to settle your estate. For example, your executor can easily locate beneficiaries, find a safe deposit box, and locate abstracts, titles, certificates, wills, trust agreements, life insurance policies and other important documents.
- 2.) It provides a ready list of all of your assets and liabilities. This isn't just for your executor's benefit. In the process of preparing this document for yourself, you'll be able to make informed decisions affecting your current financial status—whether to realign, sell or purchase certain assets. For example: Do you have sufficient life insurance? Do you now own too much life insurance, now that your children are grown? Do you have too much cash and not enough in a savings account or guaranteed investment contracts (GICs)? Is it time to sell some stocks and/or bonds? Should you make other investments? Is it the right time to reduce your real estate holdings for the purpose of achieving greater liquidity?

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

- 3.) Your record of assets and liabilities, and resulting net worth, can be the basis for creating your estate plan and providing for the future well-being of your family. Not only will it reveal the size of your estate, but also help you and your heirs plan for any taxes due under various phases of distribution.

You owe it to yourself and your family to complete your personal estate planning record now. For that purpose we offer you our services—either to assist you at the outset or to assist you in implementing the measures indicated by the process. Together we can then formulate a financial plan that will best meet your needs now and those of your family in the future.

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

PERSONAL INFORMATION

Name: _____

☐ Single ☐ Married ☐ Divorced ☐ Marriage Contact

Address: _____

City _____ Province _____ Postal Code _____

Date of Birth: _____ Place of Birth: _____

Spouse's Name: _____ Spouse's Date of Birth: _____

Married at: _____ Date: _____

Marital regime: ☐ Community ☐ Separate as to property ☐ Partnership of acquests

CHILDREN

Name	Date of Birth	Address
_____	_____	_____
Full Name of Child	dd/mm/yyyy	Street, City, Province, Postal Code
_____	_____	_____
Full Name of Child	dd/mm/yyyy	Street, City, Province, Postal Code
_____	_____	_____
Full Name of Child	dd/mm/yyyy	Street, City, Province, Postal Code
_____	_____	_____
Full Name of Child	dd/mm/yyyy	Street, City, Province, Postal Code

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

OTHER DEPENDENTS

Name	Date of Birth	Relationship	Address
_____	_____	_____	_____
Full Name of Dependent	dd/mm/yyyy	Relationship	Street, City, Province, Postal Code
_____	_____	_____	_____
Full Name of Dependent	dd/mm/yyyy	Relationship	Street, City, Province, Postal Code
_____	_____	_____	_____
Full Name of Dependent	dd/mm/yyyy	Relationship	Street, City, Province, Postal Code

Your Social Insurance Number: _____

Employer's name and address: _____

Do you have a Will? ☐ Yes ☐ No

Does your spouse have a Will? ☐ Yes ☐ No

If so, where are they located?

Date of Will(s)

Executor's (Personal Representative) name and address:

Lawyer or notary who prepared Will - name and address:

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

RECORDS AND CERTIFICATES

Birth and/or Citizenship and Marriage Certificates located at:

Titles, abstracts, leases, tax receipts (and other important papers) located at:

Life insurance policies located at

Stock and bond certificates located at

Cemetery plot or mausoleum? ☐ Yes ☐ No

Located at _____

Deed of Ownership located at:

Safety Deposit Box: Yes No

Bank _____

It is held jointly with _____

Where is key? _____ Box number _____

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

NET WORTH WORKSHEET

SECTION A: ASSETS

Cash (savings and chequing accounts, G.I.C.'s)

Type of Account	Financial Institution	Account Number	Amount
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Total: \$ _____

Life Insurance

Company Name	Insured	Owner	Beneficiary	Coverage	Cash Value
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____

Total \$ _____ \$ _____

Annuities

Description	Beneficiary	Purchase Price	Present Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Present Value \$ _____

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

Real Estate

Description & Location	Date of Purchase	Market Value
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total: \$ _____

Stocks and bonds (including mutual funds)

Description	Purchase	Cost	Market Value
_____			\$ _____
_____			\$ _____
_____			\$ _____
_____			\$ _____
_____			\$ _____
_____			\$ _____
			Total \$ _____

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

Pensions: RRIFs, RRSPs, Etc.

Description	Beneficiary	Value
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total Value \$ _____

Closely-held businesses owned (partnerships, proprietorships, corporations)

Firm Name	Address	Cost	Value of Interest
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
			Total: \$ _____

Debts due me (mortgages, notes receivable, promissory notes)

Name of Debtor	Address	Amount Due
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Total Due: \$ _____

YOUR PERSONAL FINANCIAL PENSION PLANNER

(Cars, jewelry, furniture, boats, paintings, collections and other items of value)

Other assets to be included in your estate (e.g., interest in a trust or estate, royalties, patents, etc.)

page 10

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

SECTION B: LIABILITIES

Mortgages

Description of Property	Name of Creditor	Balance Owed
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total: \$ _____

Loans, Installment Debts

(Bank loans, car and personal loans, insurance loans, etc.)

Description	Name of Creditor	Balance Owed
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total: \$ _____

Current liabilities

(E.g., Credit cards, store charge cards, revolving debt)

_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total \$ _____

Description	Name of Creditor	Balance Owed
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total \$ _____

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

All Other Current Liabilities

Description	Name of Creditor	Balance Owed
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
		Total: \$ _____
		TOTAL OF ALL LIABILITIES: \$ _____

MY NET WORTH

Total of all assets in Section A.....	\$ _____
Less total of all liabilities in Section B	\$ _____
Net Worth (est.).....	\$ _____

YOUR PERSONAL FINANCIAL PENSION PLANNER

This image shows a full page of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page, providing a template for handwriting practice or general writing. There are no margins, text, or other markings on the page.

ESTATE PLANNING GUIDE

YOUR PERSONAL FINANCIAL PENSION PLANNER

Nortel Pension Plan Windup



If you wish to discuss your Nortel pension decision please contact us.

Canada Toll Free: 1-877-842-3863

LifeAnnuities.com
 **@lifeannuities**