



EVERYBODY'S BUSINESS 825, LLC

THINGS TO REMEMBER

Assemble a List of Debts

Make a separate list for open credit cards and other obligations. This should include everything such as auto loans, existing mortgages, home equity lines of credit, and any other debts you might owe. A good practice is to run a free credit report at least once a year. It will identify any credit cards you may have forgotten you have. Also make sure to provide your Executor/Executrix with a copy of this list of debts.

Make a Memberships List

If you belong to certain organizations such as the AARP, The American Legion, a veteran's association or a college alumni group, make a list of them. In some cases, several of these organizations have accidental life insurance benefits (at no cost) on their members and your beneficiaries may be eligible. Include any other charitable organizations that you proudly support or make donations to. It is also a good idea to let your beneficiaries know which charitable organizations or causes that are close to your heart and that you proudly support or would like for them to make donations to.

Review Bank, IRA, 401(k) and Other Accounts

Make sure to review accounts and policies in which you designate beneficiaries that will pass directly to that person or entity listed at your death. It doesn't matter how you direct these accounts/policies in your will or trust: **These beneficiary designations will take precedence.** Contact the customer service team or plan administrator for a current listing of your beneficiary selection for each account. Review each of these accounts to make sure the beneficiaries are current and listed exactly as you like. **Review your Deed {if you own your home} to ensure ownership.**

Update Your Insurance

Life insurance and annuities will pass by contract as well, so it's just as important that you contact all life insurance companies where you maintain policies to ensure that your beneficiaries are up-to-date and listed correctly.

Initiate Important Estate-Plan Documents

At a minimum, you should also have a power of attorney, healthcare surrogate, and living will, and assign guardianship for your minor children and pets. If you are married, each spouse should create a separate Will. Make sure that all individuals named in these documents have copies.