

Asset Details sheet

Real Estate					
	Address	Mortgaged Y/N	Ownership Spouse A/B / Joint	Value (approx) \$	
1					
2					
3					
4					
Household Furniture and Effects					
	Location address	Ownership Spouse A/B/Joint			
1					
2					
3					
Motor vehicles, Caravans, etc.					
	Description	Ownership Spouse A/B/Joint			
1					
2					
3					
Bank Accounts					
	Name of Bank, Credit or Building Society, or other Financial Institution	Ownership Spouse A/B/Joint	Account Type	Value \$	
1					
2					
3					
4					
Superannuation					
	Name of Super Fund	Private/ Employer Sponsored	Ownership Spouse A or B	Nominated Beneficiary	Value (approx) \$
1					
2					
3					
Life Assurance					
	Name of Company	Whole of Life/ Term/Other	Ownership Spouse A or B	Value (approx) \$	
1					
2					
3					
Investments					
	Name of Company	Number/ Face Value	Ownership A/B/Joint	Value (approx) \$	
1					
2					
3					
4					
5					
Other Assets					
	Eg. Loans to family members (provide written evidence of terms and who lent to), Interest in Partnership, Family Company/Trust, Farming / other business assets.		Ownership A/B/Joint	Value (approx) \$	
1					
2					
3					
LIABILITIES					
	Description		Liability Testator /Joint	Amount due \$	
1	Secured loans (e.g. Mortgages)				
2	Unsecured loans <ul style="list-style-type: none"> ▪ Credit cards (name of institution) ▪ Loans owing to family members/others (provide details if to be included in Will) 				

Will Particulars sheet

EXECUTORS AND TRUSTEES

Primary Executor(s)

Full Name	Address	Relationship to Spouse A	Age

Substitute Executor(s)

Full Name	Address	Relationship to Spouse A	Age

SPECIFIC GIFTS OR CASH GIFTS

Spouse A or B	Describe Gift or Amount of Cash	Beneficiary name	Does gift take effect (1) On your death or (2) On death of your spouse

DISTRIBUTION OF ESTATE (Residue)

1	Do spouses wish whole estate to be left to each other in the first instance?	Y/N	
2	On Death of both, is whole estate to pass to children equally? If not use Alternative Distribution below	Y/N	
3	If minor children may be involved, is preferred age 18 years? or _____ years		
4	Are children to be named? (if no more children expected)		
5	If any child dies before parent, are their children to take deceased parent's share by substitution? At what age? 18 years? or _____ years		

ALTERNATIVE / OTHER DISTRIBUTION

	Share %	Beneficiary name	Age Eg. 18, 21	Relationship To Spouse A	Failure to Vest to nominated beneficiary. <ul style="list-style-type: none"> ▪ Mark 'S' If substitution to children of beneficiary; OR ▪ Name alternate beneficiary(s) below if not to children; OR ▪ If no substitution required, mark NIL. The share of any deceased beneficiary will then vest pro rata in surviving beneficiaries.
1					
2					
3					
4					
5					
6					
7					
8					

OTHER DISTRIBUTIONS OR TRUSTS – Insert details of requirements

FUNERAL WISHES

Spouse A	
Spouse B	

APPOINTMENT OF GUARDIANS

Name	Address	Relationship to Spouse A

Other Details

OTHER SERVICES

POWERS OF ATTORNEY

Do you wish us to arrange for the preparation of:

- Enduring Power of Attorney

- Enduring Power of Guardianship

At the same time as your Will?

SOLICITOR INTERVIEW DETAILS

Solicitor Name:		Date of interview:	
Present at interview:		Place of interview:	
Do you have any doubts as to the Client's Testamentary capacity?	Yes/No	If Yes, state your reasons:	
Does the Client have any pre-existing Condition or Illness	Yes/No		

COMMENTS AND ANY OTHER DETAILS

Signed

Signed