



## Asset Details sheet

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

# Will Particulars sheet

## EXECUTORS AND TRUSTEES

### Primary Executor(s)

Full Name	Address	Relationship to Testator	Age

### Substitute Executor(s)

Full Name	Address	Relationship to Testator	Age

## SPECIFIC GIFTS OR CASH GIFTS

Describe Gift or Amount of Cash	Primary Beneficiary name(s)	Substitute beneficiary name(s)

## DISTRIBUTION OF ESTATE (Residue)

1	On Death of Client, is whole estate to pass to children equally? If not use Alternative Distribution below	Y/N	
2	If minor children may be involved, is preferred age 18 years? or      years		
3	Are children to be named? (if no more children expected)	Y/N	
4	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 Client	Failure to Vest to nominated beneficiary. <ul style="list-style-type: none"> <li>▪ Mark 'S' if substitution to children of beneficiary; OR</li> <li>▪ Name alternate beneficiary(s) below if not to children; OR</li> <li>▪ If no substitution required, mark NIL. The share of any deceased beneficiary is to vest pro rata in surviving beneficiaries.</li> </ul>
1					
2					
3					
4					
5					
6					
7					
8					

## OTHER DISTRIBUTIONS OR TRUSTS – Insert details of requirements

## FUNERAL WISHES

## APPOINTMENT OF GUARDIANS

Name	Address	Relationship to Testator

## 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