



ESTATE PLANNING 2017: ESSENTIAL INFORMATION REQUIREMENTS

1. About Your Family

A brief note, no more than three or four A4 pages, setting out family circumstances, concerns & worries as well as any objectives which should be taken into account in deliberations.

2. About Your Estate and that of your spouse or civil partner:

Information for each spouse or civil partner:

- Details of each asset (property, investments, savings, chattels):
 - A brief description of the asset.
 - It's current value (including basis for valuation).
 - It's date and cost of acquisition.
 - The date and cost of any enhancement expenditure.
 - Details of the legal and beneficial ownership of the asset.
- A copy of your latest Wills.
- Your latest self-assessment calculations (probably 5th April 2017).
- A copy of the latest accounts available for trading and investment businesses where appropriate.
- Details of any life assurance policies (provider, account number, copy deeds).
- Details of liabilities such as loans, mortgages (amounts of loan, purpose, terms, account numbers).

- Details of any gifts made to individuals or trusts in the last 14 years (date and value transferred and name of recipient).

ABOUT YOUR ESTATE: EXAMPLE

Asset Description	Current Market Value 2017	Cost	Year Acquired
Family Home	100	50	1995
Investment Property 1	100	50	1997
Investment Property 2	100	50	2008
Shares in your Trading Company	100	50	1987
Shares in your Investment Company	100	50	2005
Other Assets	100	50	2010
Investment Portfolio	100	50	2007
Cash Accounts	100	100	
Loans, mortgages	-100	0	
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	700	450	

