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ASSET WORKSHEET

INSTRUCTIONS FOR COMPLETING THE *PROPERTY INFORMATION* CHECKLIST

General Headings

This *Property Information* checklist is designed to help you list all the property you own and what it is worth. Please use **extra sheets** of paper to list your additional property.

Type

Immediately after the heading for each kind of property is a brief explanation of what property you should list under that heading.

"Owner" of Property

How you own your property is extremely important for purposes of properly designing and implementing your estate plan. For each property please indicate how the property is titled. When doing so, please use the following abbreviations:

Husband

Full Name:____

Mobile Number:________________________

Wife

Full Name:____

Mobile Number:________________________

Date: ________________________

Owner of Property	Use
If married, Husband's name alone, with no other person	H
If married, Wife's name alone, with no other person	W
If married, Joint Tenancy with spouse	JTS
Joint Tenancy with someone other than a spouse, i.e. a child, parent, etc.	JTO
If you cannot determine how the property is owned	?

REAL PROPERTY

Any interest in real estate including your family residence, vacation home, time share, vacant land, etc.

General Description and/or Address	Owner	Beneficiary/POD	Market Value	Loan(s) ?

BANK & SAVINGS ACCOUNTS

Checking Account "CA", Savings Account "SA", Certificates of Deposit "CD", Money Market "MM" (***indicate type below***). ***Do not include IRAs or 401(k)s here***

Banking Institution and Address	Owner	Account Number	Type of Account	Balance	Beneficiary/ POD

Note: If Account is in your name (or your spouse's name) for the benefit of a minor, please specify and give minor's name.

STOCKS AND BONDS

List any and all stocks and bonds you own. If held in a brokerage account, lump them together under each account and provide brokerage firm's information.

Stocks, Bonds or Investment Accounts

Company/Broker And address	Owner	Account Number	Type of Account	Value	Beneficiary/ POD

LIFE INSURANCE POLICES AND ANNUITIES

TYPE OF INSURANCE: **Term (T), whole life (W), split dollar (S), group life (G), annuity (A).**

Insurance Company/Agency and Agent Name; Policy Owner; Policy/Account Number; Policy Type of Insurance (See above); Value (Face Amount and/or death benefit) Beneficiary or Payable on Death to:

Insurance Company/ Insurance Agent	Owner	Account/Policy Number	Type of Insurance	Value	Beneficiary /POD

RETIREMENT PLANS

TYPE: Pension (P), Profit Sharing (PS), H.R. 10, IRA, SEP, 401(K).

Company and Address	Owner	Account/Policy Number	Type of Plan	Value	Beneficiary/POD

BUSINESS INTERESTS

TYPE: General and Limited Partnerships, Sole Proprietorships, privately owned corporations, professional corporations, oil interests, farm and ranch interests.

Please give a description of the interests, who has the interest, your ownership in the interests, and the estimated value of the interests.

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FURNITURE AND PERSONAL EFFECTS

List separately only major personal effects such as jewelry, collections, antiques, furs, and all other valuable non-business personal property, and please give an estimated value of the listed assets.

Type or Description	Owner	Market Value
Miscellaneous Furniture and Household Effects (Total)		

AUTOMOBILES, BOATS AND RVS

For each motor vehicle, boat, RV, etc. please list the following: **Make, Model, Year, VIN #, how titled, market value and the amount of any outstanding loan on the vehicles**:

Make, Model, Year, and Vin	Owner/Titled	Market Value	Outstanding Loan

MONEY OWED TO YOU

Mortgages or promissory notes payable **to you,** or other moneys owed to you.

Name of Debtor	Date of Note	Maturity Date	Owed To	Current Balance

ANTICIPATED INHERITANCE, GIFT, OR LAWSUIT JUDGMENT

Gifts or inheritances that you expect to receive at some time in the future; or moneys that you anticipate receiving through a judgment in a lawsuit. Please describe in as much detail as you have available.

Description

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OTHER ASSETS

Other property - is any property that you have that does not fit into any listed category.

Type	Owner	Value

SUMMARY OF VALUES

* Joint Property values enter 1/2 in husband's column and 1/2 in wife's column.

ASSETS	Husband	Wife	Total Value
Real Property			
Furniture and Personal Effects			
Automobiles, Boats and RV's			
Bank and Savings Accounts			
Stocks and Bonds			
Life Insurance and Annuities			
Retirement Plans			
Business Interests			
Money owed to you			
Anticipated Inheritance, Etc.			
Other Assets			
Total Assets:			