

## PLANNING INFORMATION RECORD

Please complete as much of the following information as it applies to you. If you "go by" a different name than appears on your drivers license, please add that on the "AKA" line. If you need additional space, please use a separate piece of paper.

NAME:

Spouse 1:

Name on License: \_\_\_\_\_

AKA: \_\_\_\_\_

Spouse 2:

Name on License: \_\_\_\_\_

AKA: \_\_\_\_\_

Primary Residence: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Preferred Phone: \_\_\_\_\_ Alternate: \_\_\_\_\_

Email (Spouse 1): \_\_\_\_\_

Email (Spouse 2): \_\_\_\_\_

Birthdate: 1) \_\_\_\_\_ 2) \_\_\_\_\_

Anniversary: \_\_\_\_\_ Years Married \_\_\_\_\_

Child(ren)'s Name(s)	Child of Both, 1, 2	Male/ Female	Birthdate

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## DECISION MAKERS

An important aspect of your planning is the appointment of the right person or person(s) to oversee decision making at a point in the future when it becomes necessary for someone else to act on your behalf. When you consider your choice(s), think about the capability and dependability of the person(s). Many times, parents want to include all the children so as not to hurt someone's feelings. These appointments should not be made based on feelings, but on capacity and appropriateness.

In today's financial world, multiple appointees all need to be actively involved with all decisions. Each will need to be present, at least initially, at each financial institution. The assumption of financial institutions is that if you appoint multiple agents jointly, they all need to be actively involved. To make it more challenging, each financial institution has different policies as to what will need to be done. A person may resign or defer, but that requires specific documentation that adds complications at a time when you want to have straight-forward solutions.

There may be a strategic reason to have two Financial Decision Makers. However, for Health, it is best to have only one at a time or use a provision in which the document names two with an "or" relationship. This can be discussed in more detail during our planning meeting.

There are two primary decision making types:

- 1) Financial
  - a. Authority include banking, property, and retirement plans
  - b. Titles include Executor, Trustee, Attorney-in-Fact
- 2) Health
  - a. Authority to permit, withhold treatment and procedures, discharge and admit
  - b. Titles include Healthcare Representative and Healthcare Attorney-in-Fact

<b>Financial: 1)</b>		
2)		
3)		
<b>Guardian: 1)</b>		
2)		
	<b>SPOUSE 1</b>	<b>SPOUSE 2</b>
<b>Healthcare: 1)</b>		
2)		
3)		