



Will Planner

This Will Planner is to help you prepare for questions a solicitor will ask you, when you make an appointment to create or amend your Will. By thinking about and completing these questions, it will help save time and make the Will-writing process easier. If you're unsure about any of the questions, make sure you discuss them with your solicitor who will be able to assist you.

1. You

Full Name: Date of Birth:/...../.....

Address:

.....

.....Postcode:.....

Telephone Number: (Home) (Mobile)

Marital Status: Single Divorced Engaged Remarried Married Widowed Separated

2. Your spouse or partner

Full Name: Date of Birth:/...../.....

Address:

.....

.....Postcode:.....

Telephone Number: (Home) (Mobile)

Marital Status: Single Divorced Engaged Remarried Married Widowed Separated

3. Children

| Name | Address | Date of Birth | Status* |
|------|---------|---------------|---------|
| | | | |
| | | | |
| | | | |
| | | | |

*Whether the child is from this relationship, a previous relationship or other circumstances.

4. Do you have an existing Will?

You: Yes No

Your Spouse or Partner: Yes No

5. Nominated guardians for any child yet to reach adulthood

| Full Name | Address |
|-----------|---------|
| | |
| | |

6. Do you have any particular funeral wishes?

7. The value of your estate

This section helps you work out the value of your estate.

The value of your major assets

| | |
|--|----------|
| Your home (or your share in it) | £ |
| Other property or land | £ |
| Cars and other vehicles | £ |
| Home contents including furniture and fittings | £ |
| Items of particular value (e.g. jewellery or art) | £ |
| Money in banks and building societies | £ |
| Shares, investments, National Savings, Premium Bonds | £ |
| Insurance and pensions | £ |
| Other savings and assets | £ |
| Total Assets | £ |

Your major liabilities

| | |
|---|----------|
| Your mortgage | £ |
| Loans and overdrafts | £ |
| Credit cards | £ |
| Credit or hire purchase agreements | £ |
| Other Liabilities | £ |
| Total Liabilities | £ |
| Assets less liabilities = estate value | £ |

8. Bequests

Specific items e.g. cars, ornaments, jewellery. List the names and addresses of individuals and organisations, like the Liberal Democrats, to whom you would like to make a specific gift.

| Name | Address | Description of Gift |
|------|---------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Pecuniary bequests (set amounts of money). List the names and address of individuals and organisations, including the Liberal Democrats, to whom you would like to leave a specific sum of money

| Name | Address | Amount £ |
|------|---------|----------|
| | | |
| | | |
| | | |
| | | |
| | | |

Residuary bequests (a percentage or all of the remainder of your estate). List the names and addresses of individuals and organisations, including the Liberal Democrats, to whom you would like to leave a proportion of your estate

| Name | Address | Amount % |
|------|---------|----------|
| | | |
| | | |
| | | |
| | | |
| | | |

9. Choice of Executors

It is common to appoint a trusted family member or friend. A solicitor can also act as an Executor but please note there is normally a charge for this service.

Name of Executors: (1)

(2)

Address of Executors: (1)

.....

.....

(2)

.....

.....

Relationship to you: (1)

(2)

Making a Will is essential, enabling you to set down what you want to happen to your belongings and property after you are no longer here. A Will is also helpful to your family and friends in the aftermath of your passing.

But it's also an opportunity to do something lasting for your party, our country, and the future of liberalism. Your legacy donation ensures we can continue to stand for, and deliver, the kind of politics and policies you have believed in all your life.

It doesn't matter how much you choose to leave in your Will – any amount, however large or small, helps put more Liberal Democrats into every level of government.

The next generation of Liberal Democrats will face some of the biggest challenges in living memory – your legacy will live on through their hard work.

10. Glossary of Terms

Administrator – A person appointed by law to finalise your affairs if you die without leaving a Will.

Assets – Total resources in your estate e.g. value of property and bank accounts.

Beneficiary – A person or charity who benefits from a gift in your Will.

Bequest/Legacy – A gift in your Will.

Codicil – A document to amend an existing Will.

Estate – Total sum of all your possessions.

Executor - The person appointed to carry out the wishes of your Will. Executors can be beneficiaries.

Inheritance Tax – The tax on your estate if worth over a certain amount - £325,000 (April 2015). Inheritance tax is set at 40% (April 2015) A gift in your will to the Lib Dems will be tax efficient, as gifts to a recognised political party are deducted from your estate before inheritance tax is calculated.

Intestacy – Dying without having left a Will.

Liabilities – Debts against the estate e.g. mortgage payments.

Pecuniary Legacy – This is a fixed sum of money that can be large or small and given as a gift to a beneficiary.

Probate - Certificate issued by a court that the will of a deceased is legally valid, and that the executors appointed under the will are authorized to administer the estate, once given the assets of a deceased can then be properly distributed.

Residuary Legacy – This is a percentage of your estate once outgoings have been dealt with (it can be as small as 1% or as large as 100%) and is given after all taxes, costs and other gifts.

Residue - The sum left from an estate when all debts, charges and gifts are deducted.

Reversionary Legacy – A gift in a Will that reverts to another beneficiary when the original beneficiary dies.

Specific Legacy – A gift of a particular item in your Will.

Testator (male) or **testatrix** (female) – The person who is making the Will.

Trust – A provision you can put in your Will to treat part of your assets in a particular way after your death.

Will – A document in which a person specifies the method to be applied in the management and distribution of their estate after death.

Witness – A witness to your signature on your Will. A witness cannot be a beneficiary.