



ORDERLY AFFAIRS QUESTIONNAIRE

Carefully consider each question below.

These questions represent the priorities of having your affairs in order.

Documenting your responses to these questions and consolidating the answers in one place is a gift to your family and appointed executor.

DO YOU HAVE YOUR AFFAIRS IN ORDER?

- ☐ Are your personal and family relationships carefully documented?
- ☐ Have you considered your advance care planning wishes recorded with both informal and legal documents?
- ☐ Have you put in place pre-arranged funeral plans and communicated your wishes for a celebration of life with your loved ones?
- ☐ Have you consolidated all information regarding all types of your property?
- ☐ Have you considered documenting your liabilities, outstanding debts, as well as debts owed to you?
- ☐ Have you recorded all your current insurance products, including those you paid off long ago?
- ☐ Do you maintain a system for recording access to your digital assets?
- ☐ Do you have pets, and if so, have you considered and documented your wishes for them should you die before they do?
- ☐ Have you prepared your Will and Power of Attorney or updated existing documents in the last five years? Do you know where the original and copies are located?
- ☐ Have you prepared your Executor to administer your estate by consolidating all your personal information, documents, and wishes for a celebration of life and future healthcare as indicated in the above records?
- ☐ Have you organized your photos and considered how to deal with the excess?
- ☐ Have you considered your personal legacy for loved ones?

The Orderly Affairs Guide will help you fulfill and consolidate the above work.

Written in a workbook style, this Guide can save your estate thousands of dollars and your representatives and family from unnecessary stress. Knowing this vital work is done, your Orderly Affairs Guide will give you peace of mind. The Guide is \$139 + GST.



If you need to write or update your Will, participating law firms in Victoria will give you a \$100 discount when tabs 1- 8 of the Guide are completed.

For more information, visit the Orderly Affairs website: www.Orderlyaffairs.ca or contact Daralynn Wei at info@orderlyaffairs.ca.
