

# *Getting Started*

Thinking about getting your affairs in order can be overwhelming. Generally speaking, we humans don't like contemplating our death, or what will happen after we are gone. Unfortunately, if you don't prepare, when the inevitable happens you will have left a terrible burden for your loved ones. Furthermore, you will leave the decisions about how to disperse your estate to the courts.

The MOST IMPORTANT THING you can do is create a will with a licensed attorney and communicate to your loved ones that you have done so. But another important decision is to assign someone to be your Executor of Estate. An Executor of Estate is entrusted with the responsibility of carrying out your final wishes as outlined in your will, ensuring your estate is managed properly, all debts and taxes settled, all belongings distributed/sold/donated/disposed of, all subscriptions cancelled and social media sites disabled and acquaintances notified and on and on and on and on. To be an Executor of Estate can be quite a daunting task, and if assigned to someone who does not live nearby, has a very busy life of their own, or is simply overwhelmed with grief at your passing, a significant burden.

We at Denver Estate Executor are not attorneys. We cannot help you with your will or advise you what to do with your estate after you die. What we DO do is carry out your wishes, relieving your loved ones of some or all of the details that must be taken care of during one of life's most difficult times.

Here's a checklist to help you get started on this journey:

- ☐ Prepare a will with a licensed attorney.
- ☐ Determine who will be your executor of estate. Discuss with loved ones and decide who is able/willing to take on these duties. If there are no family members or friends who feel confident in accepting this role, consider naming a trusted professional such as Denver Estate Executor. Make sure your executor of estate is named in the will.
- ☐ Create a file with important documents such as:
  - Banks and account numbers
  - Credit cards and other lenders
  - Insurance policies
  - Social Security number
  - Benefits and retirement information
  - Property details: mortgages, vehicle registrations and titles, etc)
  - Utility information
  - Online accounts and passwords
- ☐ Make sure your executor knows where/how to access the above information upon your death.