



ESTATE PLANNING ANNUAL REVIEW CHECKLIST

While our ultimate goal is to create an estate planning strategy that you can ‘set and forget’, it is vital that you undertake a regular review of your circumstances and estate planning documents to check that your estate planning strategy and documentation remain appropriate.

If any of the following has occurred since you last prepared your estate planning documents, you may require an update.

CHANGES TO CIRCUMSTANCES WHICH SHOULD TRIGGER AN ESTATE PLANNING UPDATE

☐ Did you:

- ☐ Get married, divorced, start a de facto relationship or separate from your spouse?
- ☐ Have one or more children?
- ☐ Donate gametes or embryos?
- ☐ Change your name?
- ☐ Move interstate or overseas?
- ☐ Become bankrupt?
- ☐ Start a business, become a director or start a high risk occupation?
- ☐ Commence the voluntary assisted dying process?

☐ Have any of the beneficiaries under your will:

- ☐ Changed their name?
- ☐ Married, divorced, started a de facto relationship or separated from their spouse?
- ☐ Moved overseas or back to Australia from overseas?
- ☐ Reached financial maturity?
- ☐ Lost the ability to manage their affairs or become financially irresponsible?
- ☐ Passed away?

- ☐ Developed any special needs or disabilities?
- ☐ Become bankrupt?
- ☐ Become financially irresponsible?

- ☐ Have any of the people nominated to a decision-making role (e.g. executor, trustee, attorney, guardian):
 - ☐ Changed their name?
 - ☐ Married, divorced, started a de facto relationship or separated from their spouse?
 - ☐ Moved overseas?
 - ☐ Lost the ability to take on the role?
 - ☐ Passed away?
 - ☐ Become bankrupt?
 - ☐ Suffered a major health issue or started medication which could affect their ability to act appropriately?
 - ☐ Become financially irresponsible?

- ☐ Are you still happy with the people named in all decision-making roles (e.g. executor, trustee, attorney, guardian)?
- ☐ Has the relationship between any joint financial controllers or guardians changed so that it is no longer workable?
- ☐ Has the size of your estate significantly increased or decreased?
- ☐ Have you acquired assets jointly with a spouse or third party?
- ☐ Have you changed your main residence?
- ☐ Have you acquired assets overseas or interstate?
- ☐ Have you received an inheritance?
- ☐ Did you make any loans or gifts to family members, friends or third parties?
- ☐ Have you established any new companies, trusts, partnerships or a self-managed superannuation fund?
- ☐ Have you changed your superannuation arrangements?
- ☐ Did you start a reversionary pension for your super?
- ☐ Have you changed your life insurance arrangements?
- ☐ Are you worried that someone could challenge your estate planning arrangements?
- ☐ Have you acquired assets in New South Wales (if you previously did not own assets in that State)?