A PERSONAL RECORD:
Planning You Can Do at Home

When Kenny was born premature, he could fit into the palm of his parents’ hands. Now, Kenny is surviving thanks to specialized care at Boston Children’s, made possible by supporters like you.
Get a Head Start on Your Planning

3 ESSENTIAL STEPS

When estate planning is mentioned, most people think of a will. It’s true that a will is a good starting point, as it ensures that your wishes are carried out after your lifetime. But a good estate plan can also include tools that benefit you and the people and causes you care about most, like helping sick children thrive through Boston Children’s Hospital.

How much do I really have?
Thinking about how much your property is worth can raise all kinds of questions: Is there enough to retire on? Can I provide for my family? Fortunately, most people have more assets than they thought.

To get started, take the following three steps:

1. Make an inventory of your assets.
Writing down what you have will help you estimate your net worth. If you are married, be sure to include your spouse’s assets and all jointly owned or community property. Use the current market value for everything you own and the face value (not cash value) for any life insurance. The chart that follows is an easy way to list your figures. Don’t worry about exact amounts; your best estimate is a helpful start.

2. Decide who gets what.
Once you’ve made an inventory of your property, you’re ready to decide where you want it to go. See below for a list of things you should consider, including how some assets are subject to taxes while others are not, depending on who they’re left to.

• Family. You can give your money to your significant other, either outright or in a trust, and also make plans in the event your significant other does not survive you.

If you have children, you can give your money to them, or you can create a trust for their benefit.

• Charitable goals. A gift to your favorite charities like Boston Children’s can take many forms, including a specific amount of money, a particular asset, or a percentage of the remaining value of your estate, once you’ve provided for your loved ones.

Tip: Depending on the asset, taxes can take a big chunk of your estate. However, when you give those assets to a nonprofit like Boston Children’s, there may be tax savings, plus, the charity doesn’t pay taxes on your gift. An example is your retirement plan assets (IRAs, etc.), which can be gifted, tax-free, to Children’s.

• Special assets. Do you have jewelry, art objects, or other prized possessions you would like to give to someone who would enjoy them? Say so in your will.

3. Meet with an estate planning attorney.
After you complete the chart that follows and consider additional assets and circumstances, you are ready to meet with your attorney, who will draft your documents.
Getting started on your plan gives you peace of mind and ensures that your loved ones are able to follow your wishes.

<table>
<thead>
<tr>
<th>Assets</th>
<th>Owned by you alone</th>
<th>Owned by your spouse</th>
<th>Owned jointly (or in community)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other real estate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank accounts, certificates of deposit, money market funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stocks, bonds, mutual funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closely held business interests</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Partnership ventures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notes, mortgages owed to you</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retirement funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Life insurance face value</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Furniture, jewelry, collections, etc.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automobiles, boats, etc.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annuities, revocable trusts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mortgages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans, installment debts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current bills</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes owed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All other liabilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>NET ESTATE (subtract total liabilities from total assets)</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>
### Disposition of Your Property

1. **To significant other**  
   Descriptions of assets  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  

2. **To other beneficiaries**  
   Descriptions of assets, plus names and relationships of beneficiaries  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  

3. **To charitable organizations**  
   Descriptions of assets and names of charitable organizations  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  
   ___________________________________  

---

**Where the world comes for answers**

401 Park Drive, Suite 602  
Boston, MA 02215  

857-218-3197  
planned.giving@chtrust.org  

[bostonchildrens.org/plannedgiving](http://bostonchildrens.org/plannedgiving)