



CLAIM
MY
LEGACY

PROTECTING THE ONES YOU LOVE MOST

TRUST FUNDING REVIEW™

CLIENT WORKSHEET



ACCREDITED
BUSINESS

Claim My Legacy™ | Trust Funding Review™ Client Worksheet V1.5 | Fillable PDF

KNOW WHERE THINGS STAND.

Your trust funding may already be completely in order. This worksheet helps us understand what you own today, how those assets appear to be held, and what may need to be verified.

NO ASSUMPTION THAT SOMETHING IS WRONG. NO SCARE TACTICS. JUST ANSWERS.

1. ABOUT YOU & YOUR TRUST

Name(s):

Phone:

Email:

Name of Trust:

Approximate date your trust was signed:

What made you decide to have your trust funding reviewed now?

Since your trust was created, have any of these occurred?

☐

Purchased or sold a home

☐

Refinanced a home

☐

Opened or closed bank accounts

☐

Opened or changed investment accounts

☐

Changed jobs or retirement plans

☐

Purchased or sold a business

☐

Received an inheritance

☐

Purchased significant new assets

☐

Marriage, divorce, or death in the family

☐

Moved to another state

☐

Another major financial or family change

☐

None of these

☐

Not sure

2. WHAT YOU OWN TODAY

PLEASE DO NOT INCLUDE ACCOUNT NUMBERS, PASSWORDS, SOCIAL SECURITY NUMBERS OR EXACT BALANCES. We only need enough information to identify the asset and understand what may need to be verified.

YOUR HOME & REAL ESTATE

- ☐ Primary residence
 ☐ Second/vacation home
 ☐ Rental property
 ☐ Land
- ☐ Commercial property
 ☐ Other
 ☐ No real estate

Property / description	How do you believe it is currently titled?	Current recorded deed?
	☐ Trust ☐ Individual ☐ Joint ☐ Other ☐ Not sure	☐ Yes ☐ No ☐ Not sure
	☐ Trust ☐ Individual ☐ Joint ☐ Other ☐ Not sure	☐ Yes ☐ No ☐ Not sure
	☐ Trust ☐ Individual ☐ Joint ☐ Other ☐ Not sure	☐ Yes ☐ No ☐ Not sure

BANK & CREDIT UNION ACCOUNTS

List the accounts you want considered. Do not include account numbers or balances.

Institution / company	Account type	How do you believe it is held / designated?
		☐ Trust ☐ Individual ☐ Joint ☐ Beneficiary/POD ☐ Not sure
		☐ Trust ☐ Individual ☐ Joint ☐ Beneficiary/POD ☐ Not sure
		☐ Trust ☐ Individual ☐ Joint ☐ Beneficiary/POD ☐ Not sure

INVESTMENTS

Identify non-retirement investment accounts you want considered.

Institution / company	Account type	How do you believe it is held / designated?
		☐ Trust ☐ Individual ☐ Joint ☐ Beneficiary/POD ☐ Not sure
		☐ Trust ☐ Individual ☐ Joint ☐ Beneficiary/POD ☐ Not sure

Remember: What you tell us helps identify what to review. Documentation is what allows us to verify ownership or beneficiary information.

RETIREMENT ACCOUNTS

Retirement accounts are reviewed differently from many other assets. Here we are identifying the account and whether current beneficiary information is available for review.

Provider / plan name	Type	Beneficiary reviewed since estate plan completed?
		☐ Yes ☐ No ☐ Not sure
		☐ Yes ☐ No ☐ Not sure
		☐ Yes ☐ No ☐ Not sure

LIFE INSURANCE & ANNUITIES

Company / provider	Type	Do you know what the current beneficiary designation says?
		☐ Yes ☐ Some ☐ No ☐ Not sure
		☐ Yes ☐ Some ☐ No ☐ Not sure

BUSINESS INTERESTS

Business name / description	Type	Do you know whether it was addressed as part of your estate plan?
		☐ Yes ☐ I believe so ☐ No ☐ Not sure
		☐ Yes ☐ I believe so ☐ No ☐ Not sure

OTHER SIGNIFICANT ASSETS

Anything else you believe should be considered? For example, valuable personal property or another asset that is important to you or your family.

3. WHAT DO YOU ALREADY KNOW?

Which statement comes closest to how you feel today?

- ☐ I'm confident everything was addressed.
- ☐ I believe most things were addressed, but I'd like to verify.
- ☐ I know some things still need attention.
- ☐ I'm really not sure what happened after my trust was signed.

4. DOCUMENTS YOU HAVE

Please check anything you can easily locate. You do not need to gather everything before beginning your Review.

- | | |
|--|--|
| ☐ Living trust | ☐ Certification / Abstract of Trust |
| ☐ Current deed(s) | ☐ Recent bank statements |
| ☐ Recent investment statements | ☐ Retirement account statements |
| ☐ Life insurance information | ☐ Annuity information |
| ☐ Business ownership documents | ☐ Beneficiary designation confirmations |
| ☐ Previous trust funding instructions | ☐ Other relevant documents |

PRIVACY REMINDER: Do not send documents containing sensitive information unless Claim My Legacy specifically requests them and provides instructions for doing so.

5. WHAT WOULD YOU MOST LIKE TO KNOW?

When this Review is complete, what question would you most like answered?

WHAT HAPPENS NEXT?

After your Trust Funding Review™, we'll walk through what we were able to verify, anything that needs clarification, and anything you may want to address. Finding something that needs clarification does not automatically mean anything was done incorrectly. If additional administrative trust funding assistance would be helpful, we'll explain the available next step. You decide whether you want to proceed.

Claim My Legacy provides administrative trust funding assistance and education. We do not independently make legal, tax, investment, financial, or insurance decisions for clients. Appropriate professional guidance may be required.