SAVE THIS FORM TO YOUR COMPUTER, then CLOSE and reopen the form before proceeding. During preparation, we recommend that you periodically save the form. When complete, forward the form to Denise Monschein via our secure ShareFile system accessed through our website under the CONTACT US tab, or click this ShareFile Link.

DATE: $\qquad$
(m/d/yyyy)

## PARTI

GENERAL INFORMATION FOR HUSBAND

Formal Name

Alias(s)
Preferred Name to be Called

Date of Birth
Social Security No.
Home Phone
Preferred No. to Contact
Preferred Email Address

| First Middle | Last |
| :--- | :---: | :---: |

$\overline{\text { Place of Birth (State or Country, if not U.S.) }}$
$\qquad$
$\qquad$ Cell No. $\qquad$
$\qquad$ Home $\qquad$ Cell $\qquad$ Work
$\qquad$
Home Address

| Street | City, State, Zip |
| :---: | :---: |
| County | Citizenship (Country) |
| Current State of Domicile | How Long (Number of Years) |

Billing Address
Seasonal Address
from $\qquad$ to $\qquad$

Employer
Occupation $\qquad$
Business Address
Business Phone
Email Address(es)
Date of Marriage $\qquad$ Place of Marriage $\qquad$
Prior Residences (states) During Marriage

## GENERAL INFORMATION FOR WIFE



## CHILDREN

1. 

Name
(First, M.I., Last)

Gender

Date of Birth

Place of Birth

Social Security Number

Home Address

Phone Number

Occupation

Name of Spouse

Names and Ages of Children

Special Needs of this Child
Note if Adopted, Divorced or Separated
$\qquad$ Male $\qquad$

Female
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

## CHILDREN (continued)

3. 

Name
(First, M.I., Last)

Gender

Date of Birth

Place of Birth

Social Security Number

Home Address

Phone Number

Occupation

Name of Spouse

Names and Ages of Children

Special Needs of this Child
Note if Adopted, Divorced or Separated
$\qquad$ Male $\qquad$

Female
$\qquad$
$\qquad$
$\qquad$
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$\qquad$

## CHILDREN (continued)

5. 

Name
(First, M.I., Last)

Gender

Date of Birth

Place of Birth

Social Security Number

Home Address

Phone Number

Occupation

Name of Spouse

Names and Ages of Children

Special Needs of this Child
Note if Adopted, Divorced or Separated
$\qquad$ Male $\qquad$

Female
$\qquad$
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## CHILDREN (continued)

7. 

Name
(First, M.I., Last)

Gender

Date of Birth

Place of Birth

Social Security Number

Home Address

Phone Number

Occupation

Name of Spouse

Names and Ages of Children

Special Needs of this Child
Note if Adopted, Divorced or Separated
$\qquad$ Male $\qquad$

Female
$\qquad$
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$\qquad$

## PARENTS

HUSBAND
WIFE
Name(s)
Address(es)

Phone Number(s)
Health
(Excellent, Average, Poor)
Age (if Deceased, Please
Age (if Deceased, Please
Indicate Date of Death)
Estimated Size of Estate
Mother $\qquad$ Mother $\qquad$
Father $\qquad$ Father $\qquad$
Address(es) $\qquad$
$\qquad$
M
F $\qquad$
M $\qquad$

F $\qquad$
M $\qquad$

F $\qquad$ F $\qquad$

M $\qquad$ F $\qquad$ F $\qquad$

BROTHERS AND SISTERS

HUSBAND
1.
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

HUSBAND
2.

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse
Address
City, ST, Zip
Phone Number

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse
Address
City, ST, Zip
Phone Number

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse

## Address

City, ST, Zip
Phone Number
$\qquad$
3.
$\qquad$
4.
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

WIFE
2.
___ Male Female
$\square$ Male $\qquad$ Female
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
3.
___ Male Female
$\qquad$
$\qquad$
$\qquad$
$\qquad$
4.
___ Male Female
$\qquad$
$\qquad$
$\qquad$
$\qquad$

HUSBAND
5.

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse
Address
City, ST, Zip
Phone Number

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse
Address
City, ST, Zip
Phone Number

Name (First, M.I., Last)
Gender
Age or Date of Death
Name of Spouse

## Address

City, ST, Zip
Phone Number

| ________ Female |
| :--- |

6. 

$\qquad$
7.
$\qquad$
$\qquad$
$\qquad$
$\qquad$
7.
___ Male Female
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
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## HUSBAND

Are any persons other than minor children dependent on you? If so, describe relationship and degree of dependency.

## WIFE

Are any persons other than minor children dependent on you? If so, describe relationship and degree of dependency.

## FORMER SPOUSES (IF ANY)

## HUSBAND

1. Name of Former Spouse(s)
2. If the marriage(s) ended by divorce or dissolution, please provide the date(s) of divorce or dissolution.
3. If marriage(s) ended because of death, please provide the date(s) of death.

## WIFE

1. Name of Former Spouse(s)
2. If the marriage(s) ended by divorce or dissolution, please provide the date(s) of divorce or dissolution.
3. If marriage(s) ended because of death, please provide the date(s) of death.
$\qquad$

## PART II <br> GIFTS AND INHERITANCES

1. Describe the date and amount of any large gifts that have been made to you or your spouse (in excess of $\$ 10,000$ ).
$\qquad$
$\qquad$
2. Describe any inheritance that you or your spouse has received from any person.
3. Describe any gifts or inheritances that you or your spouse anticipates receiving from any person.
$\qquad$
$\qquad$
4. Describe any large gifts that you or your spouse has made to any person in any one year (in excess of $\$ 10,000$ ).
$\qquad$
$\qquad$
5. Describe any large gifts that you or your spouse expects to make to any person in any one year (in excess of $\$ 15,000$ ).
$\qquad$
$\qquad$

## ESTIMATED ASSETS \& LIABILITIES

## ASSETS

Residences:
Other Real Estate:
Ohio
Non-Ohio
Cash \& Equivalents:
Checking Account(s)
Savings Account(s)
CDs \& Money Market
Marketable Securities:
Stocks/Mutual Funds
Taxable Bonds
Tax-Exempt Bonds
Life Insurance (Page 14):
Business Interests (Page 16):
Retirement Plans:
Corporate Plans (401(k), 403(b), etc.)
IRA's:
Qualified Annuities (Page 15):
Non-Qualified Annuities (Page 15):
Personal Property:
Collections of Value
Other: (Describe)

Husband's Name (or Husband's Trust)
\$ $\qquad$ \$
Wife's Name (or Wife's Trust)

Joint Names (or Joint Trust)
\$ $\qquad$
$\qquad$
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0.00 \$ $\$ \quad 0.00$

## LIABILITIES

Residences:

Primary Mortgage
Second Mortgage
Other Real Estate Mortgages:
Personal Loans:
Income Taxes:
Other Debts:
TOTAL LIABILITIES:

NET WORTH:
(Assets Minus Liabilities)
\$ $\qquad$
$\qquad$
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$\qquad$


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## LIFE INSURANCE INFORMATION

1. $\qquad$
Company
.
Company
2. 

Company
4.

Company
$\qquad$
Company
Type

Insured

Does Husband have long-term care insurance in place?
Does Wife have long-term care insurance in place?
Does Husband have long-term disability insurance in place?
Does Wife have long-term disability insurance in place?
\$
Face Value

Owner
\$
Face Value

Owner
\$
Face Value

Owner
\$
Face Value

Owner
Beneficiary
\$
Cash Value

Beneficiary


## ANNUITIES

## QUALIFIED ANNUITIES

1. 

Issuing Company

Schedule of Payments and Amounts
2.

Issuing Company

Schedule of Payments and Amounts
3.

Issuing Company

Schedule of Payments and Amounts

Contract No.

Payee

## Contract No.

Payee

Contract No.

Payee

Beneficiary (in case of Payee's Death)
First Payment Date

Beneficiary (in case of Payee's Death)

First Payment Date

Beneficiary (in case of Payee's Death)

## First Payment Date

?

## NON-QUALIFIED ANNUITIES

1. 

Issuing Company

Schedule of Payments and Amounts
2.


Schedule of Payments and Amounts
3.

Issuing Company

Schedule of Payments and Amounts

Contract No.

Payee

Contract No.

Payee
ontract No.


First Payment Date

Beneficiary (in case of Payee's Death)

## First Payment Date

Beneficiary (in case of Payee's Death)

## First Payment Date

Beneficiary (in case of Payee's Death)

## BUSINESS INTERESTS

Name of Business \#1: $\qquad$ Phone: $\qquad$
Address:

Nature of Business:
Kind of Entity:
(Check One) $\qquad$ Sole Proprietorship $\qquad$ Partnership $\qquad$ Limited Liability Company
$\qquad$ Corporation *S Corporation
$\qquad$ Other (Explain): $\qquad$
*It is important for us to know if your business is an S Corporation because only special types of trusts can be shareholders of $S$ corporation stock.

Percentage of interest owned by husband: $\qquad$ \%

By wife: $\qquad$ \%

Children involved in business:
Percentage owned by child (each): $\qquad$
$\qquad$
Tax basis or book value:
Your estimate of present value of entire business: $\qquad$

## BUSINESS INTERESTS (continued)

Name of Business \#2: $\qquad$ Phone: $\qquad$
Address:

Nature of Business:
Kind of Entity:
(Check One)

*It is important for us to know if your business is an S Corporation because only special types of trusts can be shareholders of $S$ corporation stock.

Percentage of interest owned by husband: $\qquad$ \%

By wife: $\qquad$
Children involved in business:
Percentage owned by child (each): $\qquad$
$\qquad$
Tax basis or book value:
Your estimate of present value of entire business: $\qquad$

## PART III DISPOSITIVE OBJECTIVES

1. Please list as completely as possible, any specific property you wish to give to a particular person at your death:

## Item <br> Beneficiary

a.
b.
C.
d.
2. Are there any members of your family with special needs and/or problems?
$\qquad$
$\qquad$
$\qquad$
3. Are there any special charitable provisions you wish to make?
$\qquad$
$\qquad$

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4. Whom do you wish to name as Guardian of your minor children?

## Fìrst Choice:

Name: $\qquad$ Relationship: $\qquad$
Spouse's Name: $\qquad$
Address: $\qquad$

## Second Choice:

Name: $\qquad$ Relationship: $\qquad$
Spouse's Name: $\qquad$
Address: $\qquad$

## Third Choice:

Name: $\qquad$ Relationship: $\qquad$
Spouse's Name: $\qquad$
Address: $\qquad$

## Fourth Choice:

Name: $\qquad$ Relationship: $\qquad$
Spouse's Name: $\qquad$
Address: $\qquad$
$\qquad$

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5. Whom do you wish to name to administer your Estate after your death (as Executor, Trustee, etc.)?

Husband's First Choice
Name:
Address: $\qquad$
$\qquad$
Relationship: $\qquad$

Husband's Second Choice
Name:
Address: $\qquad$
$\qquad$
Relationship: $\qquad$

Husband's Third Choice
Name:
Address: $\qquad$
$\qquad$
Relationship:

Husband's Fourth Choice
Name:
Address:

Relationship: $\qquad$
6. Whom do you wish to name to handle financial matters for you while you are living but need assistance?

Husband's First Choice
Name:
Address: $\qquad$
$\qquad$
Relationship: $\qquad$

Husband's Second Choice
Name:
Address: $\qquad$
$\qquad$
Relationship:

Husband's Third Choice
Name:
Address: $\qquad$
$\qquad$
Relationship:

Husband's Fourth Choice
$\qquad$
Name:
Address: $\qquad$
$\qquad$
Relationship: $\qquad$
7. Whom do you wish to name to make health care decisions for you when you cannot make them for yourself?

Husband's First Choice
Name:
Address: $\qquad$
$\qquad$
Phone:
Relationship: $\qquad$

Husband's Second Choice
Name:
Address: $\qquad$
$\qquad$
Phone:
Relationship: $\qquad$

Husband's Third Choice
Name:
Address: $\qquad$
$\qquad$
Phone:
Relationship: $\qquad$

Husband's Fourth Choice
Name:
Address: $\qquad$
$\qquad$
Phone:
Relationship:

Wife's First Choice
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

Wife's Second Choice
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

Wife's Third Choice
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

Wife's Fourth Choice
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

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## ADVISORS

Please list the names, addresses, and phone numbers of other persons who serve as advisors to either of you.
Husband

Other Lawyers
Law Firm
Address

Phone

Investment Advisor
Company
Address
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
Phone $\qquad$
$\qquad$

Life Insurance Agent
Company
Address

Phone

Accountant
Company
Address $\qquad$
$\qquad$
$\qquad$
Phone
$\qquad$
$\qquad$

Wife

Real Estate Advisors
Company
Address

Phone

Physician
Address

Phone

Dentist
Address

Phone

Preferred Hospital

Minister, priest, rabbi, or other religious counselor

Address $\qquad$
$\qquad$
Phone

Please attach copies of the following documents, if applicable:

1. Current Wills, Codicils, Powers of Attorney for Health Care, Powers of Attorney for financial matters, or Living Wills.
2. Current Trust Agreements and Amendments (if applicable).
3. Any Powers of Attorney under which someone has granted you authority to act as his or her agent
4. Pre/Post Nuptial Agreements (to the extent they remain applicable).
5. Divorce Decrees, Settlement Agreements, or Custody Agreements (if obligation/terms remain outstanding).
6. Copies of any gift tax returns filed.
7. Buy/Sell Agreements, corporate regulations/bylaws, Operating Agreements, or Close Corporation Agreements.
8. Copies of deeds or recent property tax invoices to real estate.

Any additional comments, thoughts or questions?

## CONSENT TO JOINT REPRESENTATION

EACH OF YOU HAS THE RIGHT TO OBTAIN INDEPENDENT LEGAL COUNSEL TO REPRESENT YOUR INDIVIDUAL INTERESTS IN YOUR RESPECTIVE ESTATE PLANNING MATTERS. When attorneys engage in a "joint representation" of a married couple, there is no confidentiality between the retained attorney and either spouse. This means that any conversation regarding your estate planning that either one of you has with me or any member of my law firm will not be deemed confidential with regard to the other spouse. As to all other persons, your conversations with me or any member of my law firm will remain confidential unless you authorize the release of such conversation. In the event that a dispute should arise between the two of you, one of the consequences of "joint representation" is that neither my law firm nor I will be able to represent either one of you in the resolution of that dispute unless you both agreed to some other result. At the time of the execution of this letter, I am aware of no actual dispute between the two of you which would make it impossible to "jointly represent" both of you in the estate planning process. Your signature on this questionnaire evidences the fact that you understand that you will be advised jointly and not individually regarding your estate planning.

We understand and anticipate that in making recommendations to us and drafting documents for us, you will be relying on the information in this Confidential Client Questionnaire. We have completed the Questionnaire ourselves or have provided the information for this purpose.

Spouse Signature: $\qquad$

Spouse Signature: $\qquad$

Date: $\qquad$

Date: $\qquad$

