

GEOGHEGANS  
CHARTERED  
ACCOUNTANTS



Summary of  
Assets & Liabilities





## PERSONAL DETAILS

	Self	Partner
Title Mr/Mrs/Miss/Ms/Other	<input type="text"/>	<input type="text"/>
Forename(s)	<input type="text"/>	<input type="text"/>
Surname	<input type="text"/>	<input type="text"/>
Home Address	<input type="text"/>	<input type="text"/>
Telephone No.	<input type="text"/>	<input type="text"/>
Mobile No.	<input type="text"/>	<input type="text"/>
Email Address	<input type="text"/>	<input type="text"/>
Date of Birth	<input type="text"/>	<input type="text"/>
Country of Birth	<input type="text"/>	<input type="text"/>
Marital Status	<input type="text"/>	<input type="text"/>
Resident in UK	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
NI Number	<input type="text"/>	<input type="text"/>

## CHILDREN

1	Name	<input type="text"/>	<input type="text"/>
	Relationship	<input type="text"/>	<input type="text"/>
	Date of Birth	<input type="text"/>	<input type="text"/>
2	Name	<input type="text"/>	<input type="text"/>
	Relationship	<input type="text"/>	<input type="text"/>
	Date of Birth	<input type="text"/>	<input type="text"/>
3	Name	<input type="text"/>	<input type="text"/>
	Relationship	<input type="text"/>	<input type="text"/>
	Date of Birth	<input type="text"/>	<input type="text"/>
4	Name	<input type="text"/>	<input type="text"/>
	Relationship	<input type="text"/>	<input type="text"/>
	Date of Birth	<input type="text"/>	<input type="text"/>



## BUSINESS INTERESTS

Self

Partner

Self Employed

Yes  No

Yes  No

1 Type

Sole Trader  Partner

Sole Trader  Partner

Business Description

2 Type

Sole Trader  Partner

Sole Trader  Partner

Business Description

Company Director

Yes  No

Yes  No

1 Name of Company

Details of shares held in Company

2 Name of Company

Details of shares held in Company

## OTHER PERSONAL DETAILS

Notes



## PERSONAL ASSETS & LIABILITIES

Date

### Assets - Current Market Value

Self (£)

Partner (£)

Joint (£)

House (Main Residence)

Investment Properties

Other UK Homes

Foreign Property

Contents of Properties

Works of Art

Rare Collections

Quoted Shares & Securities

Unquoted Shares & Securities (incl. AIM)

Unit Trusts

Personal Equity Plans

ISAs

Insurance Bonds

Bank/Building Society Deposits

National Savings Accounts Deposits

EIS/VCT Investments

Enterprise Zone Investments

Share Options

Pensions

Business Interests

Life Policies (surrender value)

Other Assets

### Liabilities - Current Value

Self (£)

Partner (£)

Joint (£)

Mortgage on Main Residence

Mortgage on Other Properties

Other Loans

Overdrafts

Other Liabilities



## ESTATE PLANNING & INHERITANCE

	Self	Partner
Have you made a will?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, what are the main provisions?	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>
On what date was it made?	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Does it reflect your current wishes?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Copy of will attached?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

## LIFETIME GIFT HISTORY

Please detail below any gifts made in the last 14 years

1

	Self	Partner
Date	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Value	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
To Whom	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Type (Exempt, Potentially Exempt, Chargeable)	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Description	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Notes	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>

2

Date	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Value	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
To Whom	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Type (Exempt, Potentially Exempt, Chargeable)	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Description	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Notes	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>

+

Please continue any further gifts in the box opposite	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>
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## CONNECTION TO TRUSTS

1

	Self	Partner
Name of Trust	<input type="text"/>	<input type="text"/>
Type of Trust	<input type="text"/>	<input type="text"/>
Settlement Date	<input type="text"/>	<input type="text"/>
<b>Are you:</b>		
Settlor	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Trustee	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Beneficiary	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Your Entitlement:</b>		
Assets value (%)	<input type="text"/>	<input type="text"/>
Income (%)	<input type="text"/>	<input type="text"/>
Terms of the Trust	<input type="text"/>	<input type="text"/>

2

	Self	Partner
Name of Trust	<input type="text"/>	<input type="text"/>
Type of Trust	<input type="text"/>	<input type="text"/>
Settlement Date	<input type="text"/>	<input type="text"/>
<b>Are you:</b>		
Settlor	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Trustee	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Beneficiary	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Your Entitlement:</b>		
Assets value (%)	<input type="text"/>	<input type="text"/>
Income (%)	<input type="text"/>	<input type="text"/>
Terms of the Trust	<input type="text"/>	<input type="text"/>



## DETAILS OF DECEASED SPOUSE'S ESTATE

Spouse or civil partner's name

Date of death

Is a copy of the death certificate attached? Yes  No

Last known permanent address

Date of marriage/civil partnership

Place of marriage/civil partnership

Name of Executor/Administrator of Estate

Address of Executor/Administrator of Estate

Did the spouse/civil partner leave a will? Yes  No  Not Known

Were any deeds of variation made? Yes  No  Not Known

Are copies of the will/deeds of variation attached? Yes  No  Not Known

Was Confirmation obtained for the estate? Yes  No  Not Known

Is a copy of Confirmation attached? Yes  No  Not Known



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“In this world nothing can be said to be certain, except death and taxes.”

BENJAMIN FRANKLIN (1706 - 1790)

“A little learning is a dangerous thing.”

ALEXANDER POPE (1688 – 1744)

“The strength of a chain, according to an old observation, was the strength of the weakest link.”

WILLIAM WINDHAM, 1812

The one tax that people tend to ignore or indeed do not want to think about is inheritance tax because it means considering our own mortality. However it is often the simplest tax to plan for and everyone should consider having:

- A well prepared, current Will
- An up to date summary of personal assets and liabilities
- An awareness of the exposure to inheritance tax and planning ahead to mitigate it.

GEOGHEGANS, 2009

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