

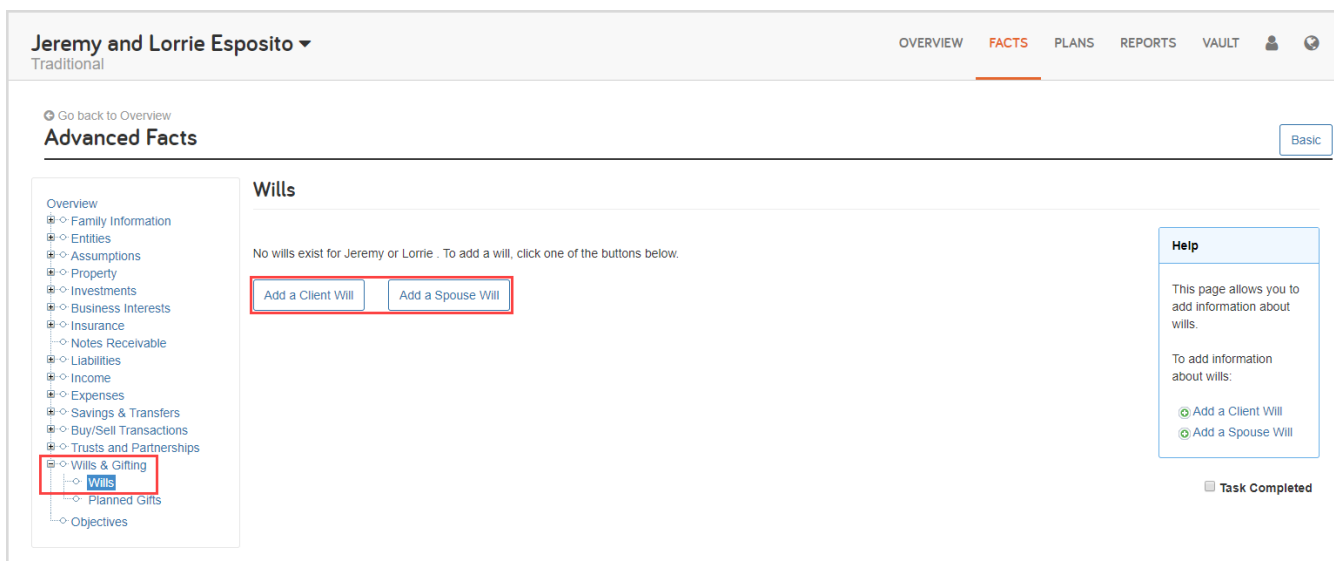
# Setting Up Wills and Bequests

This user guide will demonstrate how to set up a Client and Spouse Will, add Bequests, and it will provide an overview of how Bequests are executed in the system.

1. From the Client Overview, click **Facts** then click **Advanced**.



2. Click the plus sign next to Wills & Gifting then click Wills. Next, click Add a Client/Spouse Will.



# Setting Up Wills and Bequests

3. **Transfer Assets to Revocable Trust to Avoid Probate:** By default, the system will *not* transfer the Client's assets to a Revocable Trust to avoid probate. If you select **Yes**, you will tell the system that the assets held in a Revocable trust will not be subject to the probate process. Note, if a Revocable Trust has not been set up in the Advanced Facts, the system will assume a hypothetical one exists.

**Exclude Beneficiary Transfers from Unified Credit:** By default, the system will use the Client's Unified Credit to cover any assets distributed through a beneficiary. To exclude beneficiary transfers from Unified Credit, select **Yes** from the drop-down menu. Make your selections, then click **Save**.

The screenshot shows the 'Advanced Facts' section of the eMoney software. On the left is a navigation tree with categories like Family Information, Assumptions, Property, Investments, Business Interests, Insurance, Notes Receivable, Liabilities, Income, Expenses, Savings & Transfers, Buy/Sell Transactions, Trusts and Partnerships, Wills & Gifting, Wills, Jeremy, Planned Gifts, and Objectives. The 'Wills' section is selected. The main area is titled 'Will >' and has a 'Basic' tab. Two dropdown menus are highlighted with a red box: 'Transfer Assets to Revocable Trust to Avoid Probate:' set to 'No' and 'Exclude Beneficiary Transfers from Unified Credit:' set to 'No'. Below these is a section for 'Bequests to be made at Jeremy's death' with a message: 'No bequests have been defined for this will. To add a bequest, use the links that appear on the right side of the page.' At the bottom are four buttons: 'Delete', 'Reset', 'Save' (highlighted with a red box), and 'Done'.

# Setting Up Wills and Bequests

4. To start adding Bequests, click one of the options in the Help box on the right-hand side of your page. In this example, we will click **Percent of Asset/Estate**.

Go back to Overview

## Advanced Facts

Basic

Overview

- Family Information
- Entities
- Assumptions
- Property
- Investments
- Business Interests
- Insurance
- Notes Receivable
- Liabilities
- Income
- Expenses
- Savings & Transfers
- Buy/Sell Transactions
- Trusts and Partnerships
- Wills & Gifting
  - Wills**
    - Jeremy
    - Planned Gifts
- Objectives

Will >

Basic

Transfer Assets to Revocable Trust to Avoid Probate: No

Exclude Beneficiary Transfers from Unified Credit: No

**Bequests to be made at Jeremy's death**

No bequests have been defined for this will.  
To add a bequest, use the links that appear on the right side of the page.

**Help**

This page describes Jeremy's will and all related bequests. Use the links below to add bequests to the will.

**Add a Bequest Strategy:**

- Remainder to Spouse
- Remainder to Children
- Fund a CST

**Add a Bequest of:**

- Percent of Asset/Estate
- Dollar Amount
- Remaining Unified Credit

### Please Note:

#### Add a Bequest Strategy:

- Remainder to Spouse:** Bequest 100% of the remainder of the estate to the decedent's Spouse.
- Remainder to Children:** Bequest 100% of the remainder of the estate equally to the decedent's children.
- Fund a CST:** Bequest the remaining unified credit to the decedent's CST. If no CST has been added for the decedent, one will be created.

#### Add a Bequest of:

- Percent of Asset/Estate:** Bequest a percentage of a specific asset or the remaining estate value.
- Dollar Amount:** Bequest of a dollar amount from a specified asset or any available asset.
- Remaining Unified Credit:** Bequest of a percentage of the remaining total estate.

# Setting Up Wills and Bequests

5. Enter a **Name** for the Bequest, add a **percentage**, then select the **asset** that should be distributed. The **Execute bequest** field allows you to choose when the bequest should be executed – select one of the following: **Always**, **If Spouse Survives**, or **If Spouse Predeceases**. The **Max bequest amount** field allows the amount of the bequest to be capped at a specific dollar amount.

### Percent of Asset or Estate Bequest

**Bequest**

Name:

Give:  of

Max bequest amount:

**Help**

Use this page to add or change a bequest. Enter information in the appropriate fields and click the **Save** button.

**You may also:**

[Duplicate this Bequest](#)

**Recipients**

Evenly Distribute Among All Recipients

No recipients have been defined for this bequest.

Execute this bequest only if there is remaining Unified Credit, and cap it at the amount of the remaining Unified Credit

# Setting Up Wills and Bequests

6. Select the **recipient** from the drop-down menu, then click **Add Recipient**. Continue to do so until all recipients have been added. The option to **Evenly Distribute Among All Recipients** is dynamic; if it is unchecked you can manually enter a percentage for each recipient selected. If it is checked, the system will automatically adjust the percentages evenly.

The last option to **Execute this bequest only if...** allows you to cap the bequest at no more than the amount of the Unified Credit. The bequest will not execute if the Unified Credit is \$0. This feature can be used to fund a Credit Shelter Trust with specific assets but not fund beyond the Client's Unified Credit. Click **Save**, then click **Done**.

### Percent of Asset or Estate Bequest

**Bequest**

Name:

Give:  of

Max bequest amount:

**Recipients**

Evenly Distribute Among All Recipients

No recipients have been defined for this bequest.

Execute this bequest only if there is remaining Unified Credit, and cap it at the amount of the remaining Unified Credit

**Help**

Use this page to add or change a bequest. Enter information in the appropriate fields and click the **Save** button.

**You may also:**

[Duplicate this Bequest](#)

# Setting Up Wills and Bequests

- Bequests are executed in the order you define, as displayed on the Wills page. To change the order in which they execute, click the **icon** and drag the Bequest up or down.

Go back to Overview

## Advanced Facts

Overview

- Family Information
- Entities
- Assumptions
- Property
- Investments
- Business Interests
- Insurance
- Notes Receivable
- Liabilities
- Income
- Expenses
- Savings & Transfers
- Buy/Sell Transactions
- Trusts and Partnerships
- Wills & Gifting
  - Wills**
  - Jeremy
  - Planned Gifts
- Objectives

### Will >

**Basic**

Transfer Assets to Revocable Trust to Avoid Probate: Yes ▾

Exclude Beneficiary Transfers from Unified Credit: No ▾

**Bequests to be made at Jeremy's death**

Bequests will be executed in the order they appear below.  
To change the order, drag the icons up or down within the list.

Item	Recipient(s)	Execution	
Remainder to Lorrie <small>100% of Remaining Estate Value</small>	100.00% to Lorrie Esposito	Always	
Bequest of Vacation Home <small>100% of 529 Elder Wood Lane</small>	33.33% to Jay and Emily Esposito 33.33% to Rebecca Esposito 33.33% to Thomas Esposito	Always	

**Please Note:** Joint/ROS and Beneficiary designations on assets supersede the Will.