

GUAM FAMILY LAW OFFICE
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WILL WORKSHEET

Introduction

A Will is a document in which you (the “testator”) provide instructions on how you wish for your property to be distributed (divided) after you die. With some exceptions, you may leave your property to anyone you wish. You may give property to one or more persons. You may also make specific gifts to anyone you want.

Not all of a testator’s property is distributed by his or her Will. You may have both “probate” and “non-probate” assets (things you own). Probate assets include property such as cash, real estate and personal property. Non-probate assets consist mainly of insurance policies, bank accounts with someone already named as a beneficiary, and real property held jointly with the right of survivorship. If you have only non-probate assets, you may not need a will.

To help our office expedite the preparation of your Will, please complete the questions on the following pages.

WILL QUESTIONNAIRE

1. Your full name: _____
(Please do not use initials)

2. Village where you live: _____

3. Contact phone(s): Hm: _____ /Wk: _____ / Cell _____
Email: _____

4. Marital Status: (check one only)

 /___/ Currently married

 /___/ widow(er). Date of death: _____

 /___/ divorced. Date of divorce: _____

 /___/ never married

5. Current spouse's full name: _____

6. List the full names of all your natural children, adopted children and step-children, now living, and circle the appropriate choices.

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

Natural / Adopted / Stepchild

7. Give the names(s) of any deceased child(ren) and the names of their children, if any:

8. If you do not wish to give anything at all to any of your children, your Will must expressly disinherit or omit such child(ren). If you wish to leave out your spouse, you may also indicate that here. You should be aware, however, that you can only leave your spouse out of separate property. Under Guam law, your spouse has at least a one-half (1/2) interest in anything that is community property.

Please name the child(ren) or spouse that you do not want to leave anything to:

9. Please give the name of the person you want to administer the provisions of your Will ("Executor"). Please bear in mind that you should check with the person you choose to see if (s)he is willing to do so. That person must be over the age of 18, a resident of Guam, will be physically present on Guam when you die, and not convicted of any felony. The Executor you name should also be told where the original of your Will shall be kept.

Executor/Executrix: _____

Mailing Address: _____

Name of another person if the person you named is unable to perform the duties of Executor/Executrix:

Mailing Address: _____

Does your Executor/Executrix need to post a bond (to make sure (s)he does not take any of the assets. /___/ Yes /___/ No

10. Is any of your children a minor? /___/ Yes /___/ No

If yes, do you wish to appoint a guardian for your child(ren) if (s)he is still a minor at the time of your death? /___/ Yes /___/ No

If yes, please give the full name of your minor child(ren) and the person you wish to become guardian.

Name of child: _____

Name of child: _____

Name of Guardian: _____

Mailing Address: _____

11. Do you wish to specify the arrangements of your funeral/burial in your will?
 /___/ Yes /___/ No

If so, please specify:

12. Do you own any real property? / Yes / No

If yes, please bring your Certificate of Title or other document with the legal property descriptions to your scheduled appointment at this office. How is your real property to be distributed?

/ Your spouse is to receive all real estate.

/ Specific persons (beneficiaries) are to receive your real estate. Please list each of the beneficiaries, identify or describe the property, and specify the share or percentage that each beneficiary is to receive.

/ Your children are to share equally in your real property.

/ Other (Please explain on separate sheet of paper)

How should your real property be distributed if the person(s) you named above dies before you do? (Example: If a son or daughter should predecease you, do you want his/her children to inherit their parent's share or should your deceased child's share be equally shared by your other surviving children.) Explain:

13. How do you want to divide your personal property (anything you own except land or house)?

/ Your spouse is to receive all personal property.

/ Specific persons (beneficiaries) are to share all of your personal property. Please list each of the beneficiaries, and specify the share or percentage that each beneficiary is to receive.

Specific gifts to specific persons, and the rest to go to your spouse or children. Please list each beneficiary and show what gift (s)he will receive

Other (please explain on separate sheet of paper)

How should your personal property be distributed if the person(s) you named above dies before you do? Explain:

14. In case there is anything you have forgotten to be mentioned in your will, or if there is anything left after the properties listed above are given, who should receive it?

15. If you are married, does your spouse have a Will or applied for a Will?
 Yes No

16. Do you wish to take back any gifts from anyone if that person disputes this will or claims that this will is not valid and proper? Yes No

17. Do you currently have a Will? Yes No

18. You may wish to keep your Will at the Superior Court of Guam. The Court charges a **\$30.00** fee for receiving and keeping the original of your Will there. Or you may want to keep the original somewhere else. Whichever you choose, be sure to tell your Executor/Executrix where (s)he can find the original will when it is time for probate.

/__/ I want to deposit my Will at the Superior Court. (Discuss the fees with our office).

/__/ I want to keep the will myself.

19. How did you find out about the Guam Family Law Office?

Newspaper From sign on building

From the internet Referral from _____

Other (Please explain): _____

ADDITIONAL INFORMATION / EXPLANATION