

# HOW TO MAKE A WILL IN 2024

HERE'S TO THE LEGACY MAKERS!



## 1. DECIDE HOW YOU'LL WRITE A WILL

Depending on your needs, you can use an online will maker or hire an estate planning attorney.



## 2. LIST YOUR ASSETS

Make a list of your assets to help you decide who will inherit them. These include physical property, financial assets, pets, family heirlooms or personal items. Be sure to add beneficiaries to retirement accounts and life insurance policies.



## 3. DECIDE WHO SHOULD RECEIVE YOUR ASSETS

Beneficiaries can be anyone, your spouse, children, family members, friends, and even charities that matter to you.



## 4. CHOOSE YOUR EXECUTOR

The executor is the person who will carry out your wishes, distribute property to your beneficiaries, pay your debts with money from your estate, and more. Choose someone who is reliable, organized, and trustworthy.



## 5. CHOOSE A GUARDIAN FOR MINOR CHILDREN

If you have children under age 18, you should choose a guardian for them in your will. Their other parent will usually get sole legal guardianship if you die. But if you both die at the same time, the guardian will step in and care for your kids.



## 6. LEAVE A GIFT TO CHARITY

A gift to charity in your will is called a bequest. You can leave any type of asset to charity. Include the organization's name, street address, and Employer Identification Number (EIN).



## 7. SIGN YOUR WILL IN FRONT OF TWO WITNESSES

Most states require that your will be signed in your own handwriting and two witnesses. They should be legal adults and of sound mind. They should not be anyone who is already listed in your will.



## 8. STORE YOUR WILL IN A SAFE PLACE

Store your will in a fireproof safe in your home, with a trusted attorney, or in a digital vault. Share a paper copy of your will with your executor and keep a copy in a handy location.



## 9. TELL YOUR EXECUTOR WHERE YOUR WILL DOCUMENTS ARE

Make sure your executor knows where your estate planning documents are located and how to access them.



## 10. REVIEW AND UPDATE YOUR WILL REGULARLY

Review your will every five years or whenever you experience an important life event such as marriage/divorce, having children/grandchildren, buying a house, moving to a new state, or if a beneficiary or executor dies.

Check out [woodlibrary.org](http://woodlibrary.org) and [freewill.org](http://freewill.org) for other helpful resources.



FREEWILL