

# WHEN I AM GONE *checklist*

ITEM	TASK	DONE
01	Do you have a Living Will or Advanced Directive?	<input type="checkbox"/>
02	Do you have a health proxy?	<input type="checkbox"/>
03	Is your will up-to-date and legally effective?	<input type="checkbox"/>
04	Have you chosen an executor to administer the "business" aspects of your estate?	<input type="checkbox"/>
05	Are your finances clear and accessible to your spouse or another person you trust in case you cannot physically reach funds when they are needed?	<input type="checkbox"/>
06	Are critical payments automated like mortgage, property taxes, insurance (health, general, auto, life, etc.) so no one must worry about falling behind while coping with your illness or passing?	<input type="checkbox"/>
07	Have you left instructions in the event of your demise for funeral arrangements, memorial services, cremation vs. burial, internment, repast, etc.?	<input type="checkbox"/>
08	Have you shared with a trusted family member or friend where to find your vital information when needed?	<input type="checkbox"/>
09	Are there possessions of value that you would like to give to specific people?	<input type="checkbox"/>
10	Do you have a legacy person(s) designated for your social media accounts, e-mail access, computer, cell, tablet logins, safes, safety deposit boxes, bank accounts, financial and personal accounts log-in information?	<input type="checkbox"/>
11	Have you written down any final thoughts or sentiments to those you love?	<input type="checkbox"/>