

New Year Estate Planning Checklist — Maine

Part One: Get Organized & Protect What Matters Most

1. Gather Important Documents

- Wills and trust documents
- Financial and medical Powers of Attorney
- Advance Health Care Directive or Living Will
- Deeds, including your Maine home
- Bank, investment, and retirement account statements
- Life insurance and annuity policies
- Digital access instructions shared with a trusted person
- Originals stored in a secure but accessible location

2. Review Your Will or Trust

- Beneficiaries are current and accurate
- Guardians named for minor or dependent children
- Documents reflect current wishes and circumstances

3. Confirm Your Fiduciary Choices

- Personal Representative (Executor)
- Trustee
- Financial Power of Attorney Agent
- Health Care Agent

4. Check Beneficiary Designations

- Retirement accounts reviewed
- Life insurance policies reviewed
- Payable-on-Death or Transfer-on-Death accounts reviewed
- Minor beneficiaries addressed with proper planning

5. Update Your Emergency Information File

- Emergency contact list
- Medications and physician list
- Copies of health care directives
- Instructions on where original documents are stored

Next: Part Two will cover long-term care planning, MaineCare considerations, and asset protection strategies.