

Step-by-step will planner

There are three important steps you need to consider before making or changing your will.

1. Calculate the value of your assets

It is a good idea to have a clear idea of what your estate is worth and of any debts owing to you. We have compiled this simple table so you can list everything you own and its approximate value if you were to sell it now. If you own anything jointly with someone else, you should only include the value of your share.

Calculate what you own (today's value)	
Possessions	£
House/property	£
Furniture	£
Other home contents	£
Car	£
Jewellery, artwork, antiques	£
Financial assets	
Average amount in current accounts	£
Amount in savings accounts	£
Life insurance/assurance	£
Stocks, shares, bonds	£
Pension plan	£
Any debts owed to you	£
Other	£
Total assets	£

Deduct what you owe	
Outstanding mortgage	£
Loans	£
Outstanding overdrafts	£
Credit card debts	£
Outstanding hire purchase	£
Other debts	£
Total debts and liabilities	

Total net value of your estate	
Total of assets minus total debts	£

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2. Next you need to decide who you want to benefit and what they will receive

People or organisation	Share of estate	Specific sum	Specific item

3. Decide who you want to be your executor(s) and, if you have children under 18 years of age, who you would like to be their guardian(s)

Executor 1	
Name
Address
.....
Postcode	Contact number/email

Executor 2	
Name
Address
.....
Postcode	Contact number/email

Guardian 1	
Name
Address
.....
Postcode	Contact number/email