

| CASH FLOW & LIVING ARRANGEMENTS ISSUES  | YES                      | NO                       |
|---|--------------------------|--------------------------|
| Do your parents need assistance in managing their bills?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Could there be sources of income that you are unaware of?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Is a plan needed to deal with a potential illness or reduced mobility? If so, consider researching who can assist your parents in developing a plan.  | <input type="checkbox"/> | <input type="checkbox"/> |
| Are your parents unable to live on their own? If so, consider the following: <ul style="list-style-type: none"> <li>Your parents' home can be modified so care can be provided there. Home caregivers may help with many common household tasks.</li> <li>Your parents may be able to move in with a loved one.</li> <li>Professional geriatric care managers may be able to provide assistance.</li> <li>Consider continuing care retirement communities as an alternative living option.</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |

| ESTATE PLANNING ISSUES  | YES                      | NO                       |
|---|--------------------------|--------------------------|
| Do you need the contact information for your parents' professionals (financial advisor, accountant, attorney, doctors)?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Do important documents need to be organized? If so, consider referencing "What Documents Do I Need To Keep On File?" checklist.   | <input type="checkbox"/> | <input type="checkbox"/> |
| Do your parents have an estate plan? If so, consider the following (provided that they give consent): <ul style="list-style-type: none"> <li>Review the estate plan to ensure it is up to date and includes General and Health Care Powers of Attorney and a Living Will.</li> <li>Some financial institutions will not honor Powers of Attorney that are from out of state or are more than three to five years old.</li> <li>If your parents will not be subject to estate taxes, but still have A/B trusts, revisit the need for the trusts and/or review the funding formula given higher estate exemptions and potential for step-up in basis planning.</li> <li>If your parents have trusts, consider whether lifetime conveyances of certain assets would be helpful (e.g., in the event of incapacity or in order to avoid probate). (continue on next column)</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |

| ESTATE PLANNING ISSUES (CONTINUED)   | YES                      | NO                       |
|--|--------------------------|--------------------------|
| Will your parents need long-term care in a nursing home or home health care? If so, consider the financial impact it will have on cash flow and assets. Consider Medicaid planning and reverse mortgages.  | <input type="checkbox"/> | <input type="checkbox"/> |
| Will a parent's individual estate exceed their remaining federal estate and gift tax exclusion amount (\$12.06 million, if no lifetime use), or will your parents' combined estates exceed their remaining combined exclusion amounts (\$24.12 million, if no lifetime use)? If so, consider strategies to plan for a possible federal estate tax liability. | <input type="checkbox"/> | <input type="checkbox"/> |
| Do your parents own multiple properties? Ensure that residency is clear for probate purposes and to avoid the potential for probate occurring in multiple states (e.g., with JTWRROS titling, or transfer to a revocable living trust, etc.).  | <input type="checkbox"/> | <input type="checkbox"/> |
| Do the titles of your parents' accounts (investment and bank) need to be reviewed or updated? Consider adding TOD to any brokerage accounts, POD to any bank accounts, or create a revocable living trust to avoid passing through probate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| Do any beneficiary designations need to be updated? Check to see if all beneficiary statuses have been updated for retirement accounts and insurance policies.   | <input type="checkbox"/> | <input type="checkbox"/> |
| Do your parents own digital assets? Steps should be taken to ensure that digital assets can be managed during potential periods of incapacity, and will be transferred to heirs (such as updating estate documents to account for digital assets and signing up for a password manager).   | <input type="checkbox"/> | <input type="checkbox"/> |

| INSURANCE ISSUES  | YES                      | NO                       |
|---|--------------------------|--------------------------|
| Do your parents own insurance policies (including life, health, homeowners)? If so, consider checking to make sure that coverage is adequate.                       | <input type="checkbox"/> | <input type="checkbox"/> |
| Do your parents have LTC insurance, an LTC rider on life insurance or an annuity, or critical illness insurance? If so, review the benefit triggers for the policy. | <input type="checkbox"/> | <input type="checkbox"/> |

| TAX PLANNING ISSUES   | YES                      | NO                       |
|---|--------------------------|--------------------------|
| <p><b>Will your parents have any deductible medical expenses this year?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Your parents can deduct qualified unreimbursed medical expenses that exceed 7.5% of their AGI, which includes: transportation to healthcare appointments, modifications to a home or car for medical reasons, LTC insurance premiums (subject to limits based on age), privately hired in-home healthcare employees, etc.</li> <li>Strategies can be used to take advantage of large medical deductions (such as accelerating income through Roth IRA conversions or capital gain harvesting).</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Are there any capital loss carryforwards on your parents' tax return?</b> If so, consider selling an asset at a gain to offset the carryforward loss (which will expire, if unused, after the death of the parent holding the loss).</p>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Are there any unrealized tax losses in an account owned by your parents?</b> If so, consider harvesting the unrealized losses or consider gifting the asset to preserve the loss and avoid the step-down in basis upon the passing of your parent. Be mindful of double basis rules by referencing the "Will I Receive A Step-Up In Basis For This Gifted Property?" flowchart.</p>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Is one parent ill and are there any sizeable unrealized tax gains in an account owned by a healthy parent?</b> If so, consider having them gift the account to the ill parent to potentially take advantage of a step-up in basis at death. Be mindful of the one-year "boomerang rule" by referencing the "Will I Receive A Step-Up In Basis For The Appreciated Property I Inherited?" flowchart.</p>   | <input type="checkbox"/> | <input type="checkbox"/> |

| ASSET & DEBT ISSUES  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| <p><b>Could there be property, assets or life insurance that need to be managed but have not been identified?</b> If so, consider the following:</p> <ul style="list-style-type: none"> <li>Look at the "points" feature on credit cards and "miles" with airlines to see if they are transferable.</li> <li>Check for safe deposit boxes.</li> <li>Search state agencies and unclaimed property sites that are run by many state treasurers.</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Will there be any expenses that require your parents to sell any investments?</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>If your parents have annuities or illiquid assets, do they need to be reviewed to understand options?</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Have your parents reached their RBDs and do they own any retirement accounts?</b> If so, consider reviewing their distribution plans and any automatic transfers scheduled for these accounts.</p>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Are there assets or accounts that should be consolidated?</b></p>  | <input type="checkbox"/> | <input type="checkbox"/> |

| OTHER ISSUES  | YES                      | NO                       |
|---|--------------------------|--------------------------|
| <p><b>Are there any state-specific issues that should be considered (including out-of-state property or estate tax liability)?</b> If so, some states have unique rules that can have a material impact, such as a liability for the surviving spouse to pay for the expenses associated with the illness of the deceased spouse.</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>Do steps need to be taken to reduce your parents' risk of elder abuse?</b> If so, consider freezing their credit.</p>   | <input type="checkbox"/> | <input type="checkbox"/> |