



ESTATE PLAN COORDINATION,

UNCOVERING ASSETS, OPPORTUNITIES, AND DEVELOPING A SMOOTH
ONBOARDING EXPERIENCE

Katie Noles, CEP®
Privada, Estate and Tax Planning





RESOURCES/MATERIALS

fpPathfinder: Your Landing Page
Finished Example, Client Contact Area,
Your Landing Page, Redtail Integration

EncoreEstate Plans:
My White Labeled Materials, Completed
Visual Estate Plan Summary
Review White Glove Deed Services, the
element of Human Review, and the new
standard video.

Welcome, Kathryn Noles!

All Guides

My Favorites

Timely Resources

Recently Added

Recently Updated

Categories ^

General v

Working / Accumulation Phase v

Retirement / Decumulation v

Tax Planning v

Insurance Planning v

Estate Planning ^

Charitable Giving

Inheritance

Loss of Loved One

Step Up

Estate Planning Documents

Assets and Investment Planning v

Life Events v

One-Click Downloads

Full List Of Guides

WHERE TO BEGIN

Start by familiarizing yourself with the resources available to you. For those unfamiliar with fpPathfinder this is an image of their menu and resource categories.

MY FAVORITES

All Guides

My Favorites

Timely Resources

Recently Added

Recently Updated

Categories ^

General v

Working / Accumulation Phase v

Retirement / Decumulation v

Tax Planning v

Insurance Planning v

Estate Planning ^

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Inheritance

Loss of Loved One

Step Up

Estate Planning Documents

Assets and Investment Planning v

Life Events v

One-Click Downloads

Full List Of Guides

← Back

Estate Planning Documents

Category: [Estate Planning](#)



What Issues Should I Consider Before Closing The Estate?

Category: Estate Planning



What Issues Should I Consider Before I Update My Estate Plan?

Category: General, Estate Planning



What Issues Should I Consider When Reviewing My Estate Planning Documents?

Category: General, Estate Planning



What Issues Should I Consider When Reviewing My Beneficiaries?

Category: General, Estate Planning



What Issues Should I Consider When Creating My Estate Plan?

Category: Estate Planning



CUSTOMIZE YOUR LANDING PAGE

The screenshot shows the 'Account Settings' page. At the top, there is a navigation bar with links for PRICES, MEMBER SECTION, SUPPORT, ABOUT US, BLOG, MY ACCOUNT, LOG OUT, and an UPGRADE button. The main header area is dark blue with the text 'Account Settings' in white. On the left, there is a sidebar menu with options: Settings, Membership, Profile, Personalizations, Integrations, Support, and Shared Links. The main content area is divided into two sections: 'Personalizations' and 'Resource Page'. The 'Personalizations' section includes a 'White Labeling' sub-section with links for 'White Labeling' and 'Share Link', and a 'Resource Page' section with a 'Logo' upload area (showing a 'PRIVADA' logo) and a 'Business Display Name' field (containing 'Privada Tax and Estate Planning'). The 'Resource Page' section also includes a 'Color Scheme' selection area with four color palette options.

Back Page

SWITCH TO ADVANCED

Page Title
This will display at the very top of the second page

Content Title
This will display as the title just below the Page Title

Content Body
Add information about you, your firm and/or a disclosure. If using copy and paste, paste as plain text into this section. Max image size 245kb.

Rich Text Editor: B, \$, U, I, [bulleted list], [numbered list], T, -, [link], [image], [undo], [redo], [source code]

Thank you so much for starting your interactive checklist. Ensuring we have an accurate client profile for you is an integral part of our process. Based on your answers, we may reach out to you for a follow-up conversation.

After you have completed the checklist, if you have questions and would like to set up a meeting to discuss these, please use the link below. Click on the link now to open it in a separate window. Exit out of the new window after you have completed the checklist if you don't have additional questions.

<https://go.oncehub.com/KathrynNoles>

Job Title
This will be displayed at the bottom of the second page

Street Address
This will be displayed at the bottom of the second page

Email Address
This will be displayed at the bottom of the second page

Phone
This will be displayed at the bottom of the second page

Website
This will be displayed at the bottom of the second page

PREVIEW FLOWCHART

SAVE SETTINGS

CLIENT VIEW

Try to remain cognizant of the process your client will navigate to prepare this information for you. I never want to put something in front of my client that would seem daunting or arduous.

To the right is a screenshot of the landing page my clients see when they click on the checklist link from Rey's email.



It looks like you followed a client sharing link but you're logged in as an advisor. Click [here](#) to go to the resource.

Thank you so much for starting your interactive checklist. Ensuring we have an accurate client profile for you is an integral part of our process. Based on your answers, we may reach out to you for a follow-up conversation.

After you have completed the checklist, if you have questions and would like to set up a meeting to discuss these, please use the link below. Click on the link now to open it in a separate window. Exit out of the new window after you have completed the checklist if you don't have additional questions.

<https://go.oncehub.com/KathrynNoles>

Your Name:

Your Email:

General Issues			
Do you need to review how you want your assets to be distributed to your heirs at your death?	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If applicable, do you need to have a plan for someone to take care of your minor children should you suffer an early death?	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have any financial concerns regarding your heirs (e.g., fiscal irresponsibility, divorce, special needs, etc.) you'd like to address in your estate plan?	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Should one of your heirs predecease you, do you need to have a plan to address how their share of the estate should be distributed (e.g., to	<input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>



EMAIL YOUR CLIENT

As your advisor, I want to ensure I haven't missed anything. Especially when it comes to your estate plan. If your estate plan is set up, are you sure it's up-to-date? It may have been several years since you've reviewed your documents. Please select the link below to access a quick checklist I've prepared. It should only take you 4-5 minutes to complete.

[Items to consider before creating my Estate Plan](#)

All the best,

Rey

What Issues Should I Consider Before I Update My Estate Plan? (2023)



What Issues Should I Consider Before I Update My Estate Plan? (2023)

Name: Pamela McFarland

Email: pam.mcfarland@gmail.com

Completed Date: 2023-08-12

Possible Planning Issues Identified

Beneficiary & Fiduciary Issues

Have there been (or could there be) any births that would impact your estate plan?

Yes. Possible Issue Identified.

No Notes.

Minors & Children Related Issues

Have any of your children reached age 18 (or the age of majority in your state)?

Yes. Possible Issue Identified.

How fpPathfinder saves me time and reduces my workload.

By keeping my client responses organized, identifying potential issues, and saving them to my CRM- I'm not hustling back and forth between platforms with administrative tasks anymore.

So how did I get this back?

Recap:

- Select a checklist
- Link the contract
- Send a custom link via email

WHEN	SUBJECT	TYPE	#	ASSIGNED TO	CONTACTS	LOCATION
10:59 AM - 10:59 AM	Research and address possible planning issues	Task		Kathryn Noles	Noles, Kathryn	

Activity Details

Subject
Research and address possible planning issues

Start Date: 08/22/2023 Start Time: 10:59am End Date: 08/22/2023 End Time: 10:59am All Day?

Type: Task Category: General Information

Location:

Importance: Normal Priority: % Complete: 0

Description

B I U | [bullet list] | [numbered list] | [link] | [table] | [image] | [video] | [embed] | [undo] | [redo] | [format] | [pdf]

Checklist: What Issues Should I Consider When Reviewing My Estate Planning Documents? (2023)

The following planning issues have been identified in completing this checklist. These issues may need to be further addressed or analyzed.

1. Have you recently changed residency?
Yes. Possible Issue Identified. No Notes.
2. Do you need to review the applicable laws and any changes that have occurred since you executed your documents (state or federal)?

Notify Team: No team selected Privacy Options: Everyone

Recurrence: Does not repeat

What Populates?

Completing the checklist creates an activity with customized areas of review based on your client's responses.

The completed checklist is stored in your client notes.

What Populates cont?

The activity is also viewable from the client's contact page, and the completed checklist is stored in the client's notes.

The screenshot shows the REDTAIL CRM interface. At the top, there is a search bar with the text "Search Contacts...". Below this is a navigation menu with the following items: Today, Calendar, Contacts, Kathryn Noles (highlighted), Accounts, Activities, Documents, Notes, Know Your Client, Email History, More..., Reports, Opportunities, Seminars, and Workflows. The main content area displays the client profile for Kathryn Noles, including a "Create a new family" button and a "NEXT REVIEW" section with a date of 08/2. Below this is a "Past Due and Next 30" section with a "Latest Notes" link. A task is listed: "Today 10:59 AM Research and address possible pl Task - General Information Kathryn Noles".

The screenshot shows the REDTAIL CRM interface for the contact page of Kathryn Noles. At the top, there is a search bar with the text "Search Contacts...". Below this is a navigation menu with the following items: Today, Calendar, Contacts, Kathryn Noles (highlighted), Accounts, Activities, Documents, Notes, Know Your Client, Email History, More..., Reports, Opportunities, Seminars, and Workflows. The main content area displays the contact notes for Kathryn Noles, including a "Create a new family" button and a "Contact Notes" section with a date of Today at 10:59 AM. The notes include a checklist: "Name: Noles, Kathryn", "Completed Date: 2023-08-22", and "Checklist: What Issues Should I Consider When Reviewing My Estate Planning Documents? (2023)". The checklist items are: "Possible Planning Issues Identified", "Threshold Issues", "Have you recently changed residency? Yes. Possible Issue Identified. No Notes.", "Do you need to review the applicable laws and any changes that have occurred since you executed your documents (state or federal)? Yes. Possible Issue Identified. No Notes.", "General Power Of Attorney", "Do you need to confirm the terms of your General POA? Yes. Possible Issue Identified. No Notes.", "Do you need to review your appointed agents? Yes. Possible Issue Identified. No Notes.", and "Have you revoked any prior General POAs? Yes. Possible Issue Identified. No Notes."

MY FAVORITES- ENCORE'S KNOWLEDGE BASE

The screenshot shows the top section of the EncorEstate Plans Knowledge Base website. At the top right, there are links for "Back to website", "Submit a request", and "Sign in". The main header features the Encor logo and the title "EncorEstate Plans Knowledge Base". Below the title is a search bar with the placeholder text "Search for answers...". Underneath the search bar, there are "Popular searches" for "funding", "unauthorized practice of law", and "deeds".

Useful links

- Webinars**: Join us every Tuesday at 11:00AM PST / 2:00PM EST.
- Help Requests**: As always, we at EncorEstate Plans are happy to help! Feel free to reach us via email at support@encorestateplans.com, chatting in, or calling us at (509)215-3688.

Browse topics

- GETTING STARTED**: There are 3 Required Training videos before you can put a plan through the
- EDUCATIONAL RESOURCES**: Your one-stop shop for information that will help you expand your Estate Planning
- KITS & PLAYBOOKS**: These comprehensive toolkits and guides are designed to get you through a client's

A chat icon is visible in the bottom right corner of the screenshot.

KITS & PLAYBOOKS

These comprehensive toolkits and guides are designed to get you through a client's most significant life events and our most frequently encountered scenarios in estate planning.

- Trustee Kit
- Will vs Trust Kit
- Selecting Trustee, POA and HCS Kit
- Separation/Divorce Kit
- Incapacitation Kit

EDUCATIONAL RESOURCES

Your one-stop shop for information that will help you expand your Estate Planning knowledge.

- Estate Planning 101 Videos
- Estate Planning 101 Resources
- Estate Planning 201 Resources
- Funding
- Continuing Education

RESOURCES AND MATERIALS PROVIDED BY ENCORE



Comparison Chart

You can use the chart below to review critical features associated with core estate planning documents. *These are the plans available from the attorneys we have relationships with.

	Inestate	Beneficiary Designations Only	*Powers Package	Testamentary Trust	*Will Based Estate Plan	*Trust Based Estate Plan
Avoid Probate and Court Forms						✓
Beneficiary Designations		✓		✓	✓	✓
Health Care Directives and Power of Attorney			✓		✓	✓
Appoint Fiduciary Immediately						✓
Appoint Guardians					✓	✓
Age Based Restrictions						✓
Works During Incapacity			✓		✓	✓
Special Needs						✓
Easily Revised			✓		✓	✓
Asset Protection after Death						✓
Private			✓			✓

Back to website Submit a request Sign in

- GETTING STARTED ▼
- EDUCATIONAL RESOURCES ▲
- Estate Planning 101 Videos ▼
- Estate Planning 101 Resources ▼
- Estate Planning 201 Resources ▲
- Estate Planning, It's Taxation Myths and Best Practices
- Trust-Based Estate Plans vs Will-Based Estate Plans; The deciding factors your clients should consider.
- Restatement vs Amendment
- Professional / Corporate Trustee Insights and Recommendations
- Special Needs Trust
- Blended Family Considerations
- Business Assignments
- Funding ▼
- Continuing Education ▼
- KITS & PLAYBOOKS ▼

Trust-Based Estate Plans vs Will-Based Estate Plans; The deciding factors your clients should consider.

Updated 11 days ago Follow

Business owners should pay careful attention to Control, Privacy, and Continuity of Business Affairs.

Estate Planning Considerations:

- Control: Who gets it, How they get it, Financial/Medical Decisions, and Guardianship... a Trust-Based Estate Plan is the most effective estate planning tool for those who wish to have control after death.
- Cost: For most clients, the final cost of a Trust-Based Estate Plan (TBEP) is considerably less than the final costs, fees, commissions, and expenses of a Will-Based Estate Plan (WBEP).
- Privacy: A TBEP provides privacy. A WBEP guarantees the availability of personal information and affairs to the public. For business owners or those with alternative beneficiary designations, this could be of significant interest. Consider that an estate may need to sell assets to cover taxes, debts, or monthly expenses.
 - With a WBEP, filings regarding the estate's assets and the business's financial affairs must be completed. Anyone looking to purchase property from the estate would have access to this information. This may result in a much lower offer where the intended buyer is also more likely to be savvy to this information being available.
 - Beneficiaries are more likely to contest a Will than a Trust. Despite the longer period given to contest the Trust, the number of those contested remains lower, significantly lower, than a Will-Based Estate Plan.
- Time: The average time to close a Trust-Based Estate is significantly shorter than the delays and time to close a Will-Based Estate.
- Ancillary Administration: A Trust-Based Estate will never incur the expenses and delays a Will-Based Estate does regarding decedents with out-of-state/foreign real property.

Click here to chat with our support team

RESOURCES AND MATERIALS PROVIDED BY ENCORE

Client Agreement - Estate Planning Assistance Disclosure

1. Services. Client Name (“CLIENT(S)”) confirms they either have an estate plan that no longer reflects their desires, or they have no estate plan at all and are electing to work with KATHRYN NOLES, Certified Estate Planner (CEP®) for providing estate planning services. CEP® will work with CLIENT(S) to gather client information and add client decisions in ENCORESTATE PLANS (“ENCORE”) software. ENCORE will then prepare the estate planning documents strictly using the data collected in the software.

2. No Legal Advice. CLIENT(S) understands that the CEP® is not a licensed attorney and will be giving no legal advice, creating no legal documents, and is not acting in the capacity of an attorney as part of the engagement. CLIENT(S) understands that ENCORE will produce an estate plan based on the information provided through the ENCORE software. CLIENT(S) also understands that ENCORE is not their attorney.

3. Fees and Expenses. Fees and Expenses shall be pursuant to Exhibit A. No other fees can be charged without CLIENT(S) authorization. All fees shall be payable according to RR’s instructions.


Exhibit A:

GENERAL DESCRIPTION OF MATTER

The general nature of the matters for which CEP® will be compensated pursuant to the Agreement are the following: (1) General estate tax education and guidance; (2) General trust guidance –types and features; (3) General explanation of estate planning structures/documents; (4) General explanation of estate planning and gifting strategies; (5) General explanation of taxation issues of trusts and estates; (6) General explanation of types and treatment of trust income; (7) General guidance on sources of estate liquidity; (8) General guidance on ownership

Several sample Client Agreements are available in their Knowledge Base.

RESOURCES AND MATERIALS PROVIDED BY ENCORE

 **Trust Based Questionnaire - Couple**

TRUST BASED QUESTIONNAIRE - COUPLE

This document is a preview of the precise questions your Financial Professional will need answered to assist in coordinating your estate plan. The information gathered here and by your Financial Professional will be submitted to our attorneys, who will prepare and review the documents based on the information completed below.

STEP 1 – MARITAL STATUS

Single Married Domestic Partnership

STEP 2 – FAMILY INFORMATION

Trust Name: _____ (usually "Last Name" Family Trust)

Client Name 1 (as you want it to appear on documents): _____

Are you a U.S. Citizen? Yes No

Client Name 2 (as you want it to appear on documents): _____

Are you a U.S. Citizen? Yes No

Home Address: _____ County: _____

Do you own this home? Yes No

If yes, who holds current legal ownership to property? Both Client 1 Client 2



CLIENT CONFIRMATION – AVOIDING UPL

Step 1 **Plan Type & Marital Status**

Plan Type
Trust-Based Plan

Marital Status
Married

> Step 2 **Personal Information**

> Step 3 **Family Information**


> Step 4 **Beneficiaries**


> Step 5 **Successor Financial Agents**

> Step 6 **Health Care Information**

> Step 7 **Guardian**

I confirm that all of the data in this report is 100% accurate and ready to be generated into a final report for official approval.

[Go Back](#)  [Continue to Checkout](#)



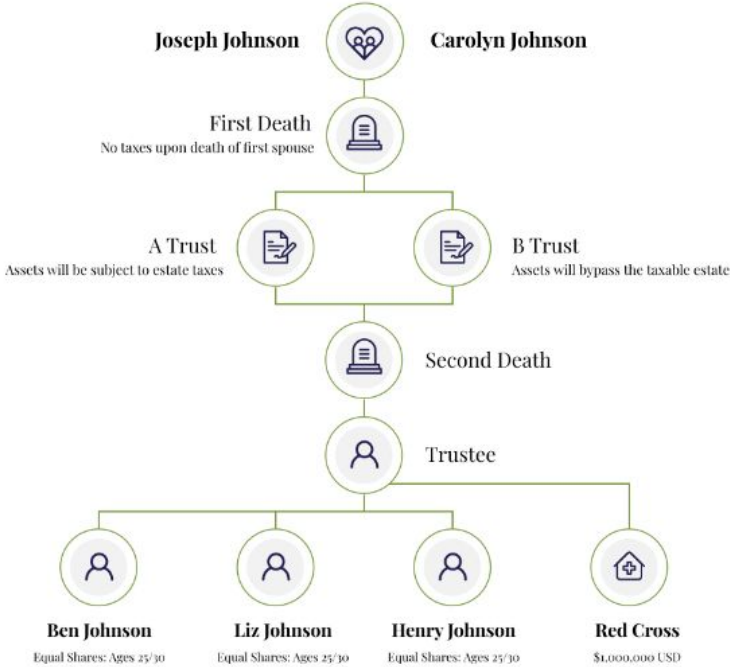
UNCOVERING ASSETS

This is where you'll uncover assets and future prospects. Clients are much less hesitant to lay everything on the table for you.

From the beneficiary entries and the Personal Property list, I find future prospects.



Johnson Revocable Trust
Last updated Jun 21, 2023



- | | | | |
|-------------|--------------|----------------------------|-----------------------------|
| Trustees | Guardians | Healthcare Agents (Joseph) | Healthcare Agents (Carolyn) |
| Kerry Smith | Henry Smith | Edward Chambers | Kathy Richardson |
| Then | Then | Then | Then |
| Judy Smith | Thomas Smith | Benedict Chambers | Caitlin Norse |
| Then | Then | Then | Then |
| John Smith | Gordon Smith | John Smith | John Smith |

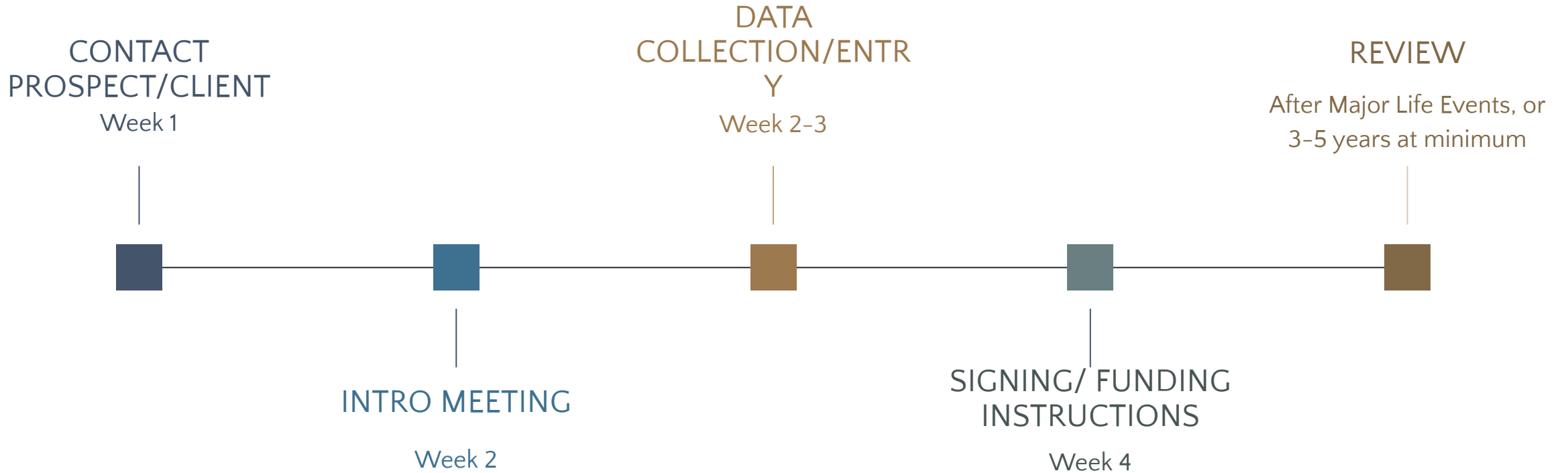
TANGIBLE PERSONAL PROPERTY LIST

Recipient _____ Item(s) _____

EXHIBIT A

Real Estate	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
Bank Accounts	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
Brokerage Accounts (non-retirement accounts)	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
Life Insurance	_____	_____
• _____	_____	_____
• _____	_____	_____
• _____	_____	_____
Business Interests (LLC, Partnership, Corporation, etc.)	_____	_____
• _____	_____	_____
• _____	_____	_____

TIMELINE





THANK YOU

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www.privadatax.com