

# Estate Planning Guide

Avoiding pitfalls and assembling  
*the right team*



**E**state planning can help you reduce or avoid certain taxes and, most importantly, allows you to specifically decide how your assets will be distributed.

Although estate planning is a very personal process, outside professionals must be involved to ensure that your wishes will be carried out as you intend. Some of these professionals include:

## Accountant

Your accountant is perhaps the most valuable member of your estate planning team. He or she is knowledgeable about the many tax laws and financial planning options that can maximize your estate. In addition, as a result of yearly tax season meetings, you probably have the closest relationship with your accountant relative to other advisors.



Your accountant is perhaps the most informed person regarding your personal concerns and is, therefore, best equipped to make financial decisions on your behalf.

## Trust Officer

If you have established a trust for your heirs, you must appoint a trust officer to manage the trust assets.

## Attorney

The expertise of an attorney is essential in assuring that your plan is in compliance with all applicable laws. An attorney will also be present at the time of estate probate.

## Insurance Agent

Selecting an insurance policy is an essential part of the estate planning process. An insurance agent is able to inform you of the various policy options available and the relative benefits and drawbacks of each.

It is important to choose the most appropriate policy for your situation in order to ensure that your family is prepared for any financial obligations after your death.



## Listen to Your Own Advice

A possible pitfall when involving so many skilled professionals in planning your estate is that they may tend to steer you in a multitude of directions based on their perspectives—perhaps at the expense of your personal goals.

## Be Sure to Consider Your Current Financial Needs

Finally, a good estate plan should provide for your heirs while still allowing you to enjoy your financial assets and continue your current lifestyle.

## Common Techniques to Reduce Estate Taxes

- Lifetime gifts to individuals
- Marital deduction
- Transfer or life insurance ownership
- Trusts

**Our professionals will assist you in every step of the estate planning process and will help you make appropriate decisions.**

## Why You Need an Estate Plan

It is essential that you choose advisors who understand and respect your ideas and motives beyond finances.

After your death, an estate plan alleviates undue added stress on your family by eliminating much of the administrative burden of settling your estate. In addition, estate planning can help you reduce or avoid certain taxes and, most importantly, allows you to specifically decide how your assets will be distributed.

The professionals at *Glickstein Laval Carris, P.A.* will assist you in every step of the estate planning process and will help you to make the most appropriate financial and personal decisions. We will also work with you if it becomes necessary to select additional legal, trust and insurance advisors.

If you would like assistance in beginning or revising your estate plan, please feel free to contact us. {02/09}

### Glickstein Laval Carris, P.A.

**Glickstein Laval Carris, P.A.** was founded in 1975 as a small accounting firm in Maitland, FL. For over 30 years, we have been providing full-service accounting solutions to the community. Our trusted professionals have the experience necessary to ensure that your loved ones are protected. We will work with you to tailor a plan to your individual needs. Call us today.

*Let us help you prepare for the future*

**Glickstein Laval Carris, P.A.**

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