# ESTATE VALUATION WORKSHEET

These worksheets can help you value your estate by putting everything in one place. If you're married, you should each complete your own worksheets, so make a copy before you start. Also, note that any jointly owned assets or community property should be divided equally. For example, if a couple owns a home valued at \$500,000 with a mortgage of \$300,000, half of the home's value (\$250,000) and half of the mortgage (\$150,000) should be listed on each balance sheet. The same applies to all joint accounts such as checking, mutual funds, etc. When completing the worksheet, be sure to indicate how the property is held (i.e., joint, separate or community).



#### Estate-tax balance sheet summary

Fill out pages 2 through 6 first to determine the total assets for the balance sheet summary below.

#### **Assets**

Cash	\$	Liabilities	
Securities	\$		
Life insurance	\$	Funeral and estate administration expenses	\$
Pensions, annuities, retirement plans, profit sharing, IRAs, Keoghs	\$	Mortgages, liens, property taxes	\$
Real estate	\$	Loans	\$
Business interests	\$	Total liabilities	\$
Debts due the estate	\$		
Personal property	\$	Taxable estate	
Total assets	\$	Total assets	\$
	·	Total liabilities	\$
		Taxable estate	\$

## Estate assets worksheet\*

Cash (bank, credit union, savings & loan, checking, money market, CDs, etc.)

Financial institutions Name/phone Online access: username/password	Type of account	Account number	Ownership sole/joint	Amount
				\$
				<u>*</u>
				\$
				\$
				\$
			Total assets	\$
Securities (stocks, bonds, mutual funds, u	unit trusts, governme	ent securities)		
Institution-broker Name/phone	Account	Ownership		
Online access: username/password	number	sole/joint	Cost basis	Value
			\$	\$
			\$	\$
			<u>'</u>	<u>'</u>
			\$	\$
			\$	\$
			\$	\$
			Ψ	Ψ
			\$	\$
			\$	\$
			•	•
			\$	\$
* Source: The Widow's Handbook			Total assets	\$

<sup>\*</sup> Source: The Widow's Handbook

# Estate assets worksheet (continued)

#### Life insurance

Life illisurance					
Company Name/phone Online access: username/password	Policy number	Beneficiary(ies)		Cash alue*	Face amount
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		φ
			Φ		\$
			\$		\$
			٦	Total assets	\$
Pensions, annuities, retirement plans, pro	ofit sharing, IRAs, Ke	eoghs			
Description and location Name/phone Online access: username/password		Account number			of survivor fits (if any)
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
		Tota	l assets		

 $<sup>\</sup>mbox{\ensuremath{\star}}$  Accumulated dividends, credit for unused premiums, etc.

## Estate assets worksheet (continued)

#### Real estate

Description and location	Purchase date/price	Ownership sole/joint	Cost basis	Appraised value
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			-	

Total assets \$

#### Business interests (corporations, partnerships, sole proprietorships)

Firm name Address/phone	Type of business	Cost basis	Appraised value
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

Total assets \$

## Estate assets worksheet (continued)

Debts due the estate (notes, mortgages, royalties, patents, etc.)

Name of person/ firm owning	Address/phone	Ownership sole/joint	Date due	Amount
				\$
				\$
				\$
			Total value	\$ <b>\$</b>
Personal property (automobil	es, jewelry, furniture, collectic	ons, etc.)		·
Description		Location		Current value
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			_ \$	
			\$	
			\$	
			_ \$	
		Total valu	e \$	

Total value of all assets \$

### Estate liabilities worksheet\*

Funeral and estate administration expens	ses		
Description	Date incurred	To whom paid	Amount
			\$
			\$
			\$
			\$
			\$
		Total value	\$
Mortgages, liens, property taxes			
Description	To whom owed	Date owed	Amount
			\$
			\$
			\$
			\$
			\$
		Total value	\$
Loans (automobile, personal, student, ins	urance, credit cards, etc.)		
Description	To whom owed	Address/phone	Amount
			\$
			\$
			\$
			\$
			\$
		Total value	\$

<sup>\*</sup> Source: The Widow's Handbook



This information is general in nature and not intended to constitute estate planning guidance. Please consult your estate planning professional for more detailed information on these issues and advice on your specific situation.

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