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**ILLINOIS
LIFE DOCUMENTS
PLANNING PACKAGE**

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U.S. Legal Forms™ thanks you for your purchase of a Personal Planning Package. This package is an important tool to help you organize your legal affairs as you begin to think about entering a later stage of life. It contains key legal documents that are vital for you to maintain on file and safeguard in event of an emergency or unforeseen life event.

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I. FORM LIST

With your Life Documents Planning package, you will find the state specific forms that will help you prepare for and protect yourself and your loved ones from events that may affect your health, your finances and your affairs after your death.

Included in your package are the following forms:

- 1. A Last Will and Testament that suits your specific needs
(control number varies)
- 2. Designation of Standby Guardian **(IL-P009)**
- 3. Appointment of Short Term Guardian Statutory Equivalent
of Living Will **(IL-P009A)**
- 4. Statutory General Power of Attorney with Durable
Provisions **(IL-P010)**
- 5. Statutory Durable Power of Attorney for Health Care **(IL-
P016)**
- 6. Statutory Equivalent of Living Will **(IL-P024)**
- 7. Statutory Power of Attorney for Mental Health Care **(IL-
P018)**

8. An Estate Planning Questionnaire and Worksheet **(IL-WIL-801)**
9. Personal Planning Information and Document Inventory Worksheets **(US-00PPF)**
10. Financial Statement-Universal Form **(US-00522-J)**

II. DESCRIPTIONS OF FORMS

Brief descriptions of the forms contained in your U.S. Legal Forms™ Personal Planning Package are found below.

Last Will and Testament – Complete this form to detail in writing your wishes regarding who is to receive your property at death and who will administer your estate. It also enables you to appoint trustees or guardians, if applicable. **(control number varies)**

Designation of Standby Guardian - A standby guardian is someone who has been appointed by the court as the person who will act as guardian of the disabled person when the disabled person's guardian dies or is no longer willing or able to make and carry out day-to-day care decisions concerning the disabled person. By properly completing this form, a guardian is naming the person that the guardian wants to be appointed as the standby guardian of the disabled person. Signing the form does not appoint the standby guardian; to be appointed, a petition must be filed in and approved by the court. **(IL-P009)**

Appointment of Short Term Guardian - Statutory Form - This form provides for the appointment of a short-term guardian of a disabled person for a cumulative total of up to 60 days during any 12 month period. **(IL-P009A)**

Statutory General Power of Attorney with Durable Provisions - Short Term Power of Attorney for Property - This Power of Attorney is a statutory form which means it has been approved by the state legislature. It provides for the appointment of an attorney-in-fact for various matters, which you select, including property, finances, real estate, business, banking, litigation and many more options. Note: Do not alter this statutory form other than to include the optional provisions listed. Only complete it as desired. **(IL-P010)**

Statutory Durable Power of Attorney for Health Care - This Power of Attorney for Health Care allows you to appoint a person to make health care decisions for you when you are not capable of making the decision. You may limit this person's authority or the duration of his/her authority to speak for you. **(IL-P016)**

Statutory Equivalent of Living Will or Declaration - This form is called a "Declaration" and it is the equivalent of a Living Will. It provides instructions to your family and doctors should you have an incurable injury, disease, illness or condition and you are unable to express your wishes with regard to treatment. **(IL-P024)**

Statutory Power of Attorney for Mental Health Care - This document allows you to make decisions in advance about 3 types of mental health treatment: psychotropic medication, electroconvulsive therapy, and short-term (up to 17 days) admission to a treatment facility. **(IL-P018)**

Estate Planning Questionnaire – Complete this form to assist attorneys, estate planners, and other professionals with details regarding your home and other property you own and additional assets including investments, life insurance policies, individual retirement accounts and so forth so that they can best recommend a course of action regarding your estate. **(IL-WIL-801)**

Personal Planning/Documents Inventory Form – Complete this form to retain important information on file relevant to your life such as names of relatives, their contact information, your medical information, financial asset inventory, the location of your important legal documents and more. **(US-00PPF)**

Financial Statement Form – Universal Use - This form outlays the assets and liabilities of an individual. The form contains sections which ask the individual to identify the following: current assets, current liabilities, deferred assets, and net worth. **(US-00522-J)**

If you need additional information, please visit www.uslegalforms.com and look up forms by subject matter. You may also wish to visit our legal definitions page at <http://definitions.uslegal.com/>

III. LEGAL DOCUMENT STORAGE

Once you prepare legal documents and forms in your U.S. Legal Forms™ Essential Legal Life Documents Package, it is highly recommended that you keep forms together. An optional USLegal Life Documents Organizer is available for purchase from www.uslegalforms.com to help store your legal documents.

Legal documents should also be kept in a very secure place such as a bank safe deposit box or personal home safe. You may wish to tell your attorney or a family member about the location of your Legal Life Documents Package in the event you are unable to communicate it to them when needed.

IV. TIPS ON COMPLETING THE FORMS

The form(s) in this packet may contain “form fields” created using Microsoft Word or Adobe Acrobat (“.pdf” format). “Form fields” facilitate completion of the forms using your computer. They do not limit your ability to print the form “in blank” and complete with a typewriter or by hand.

It is also helpful to be able to see the location of the form fields. Go to the View menu, click on Toolbars, and then select Forms. This will open the Forms toolbar. Look for the button on the Forms toolbar that resembles a shaded letter “a”. Click this button and the form fields will be visible.

By clicking on the appropriate form field, you will be able to enter the needed information. In some instances, the form field and the line will disappear after information is entered. In other cases, it will not. The form was created to function in this manner.

V. DISCLAIMER

These materials were developed by U.S. Legal Forms, Inc. based upon statutes and forms for the subject state. All information and Forms are subject to this Disclaimer:

All forms in this package are provided without any warranty, express or implied, as to their legal effect and completeness. Please use at your own risk. If you have a serious legal problem, we suggest that you consult an attorney in your state. U.S. Legal Forms, Inc. does not provide legal advice. The products offered by U.S. Legal Forms (USLF) are not a substitute for the advice of an attorney.

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