



Public©
Trustee

About Your Enduring Power Of Attorney

Helpful reminders after making your enduring power of attorney

These simple reminders can help make sure the right people can support you when you need it.

Are you registering your document now?

Your Enduring Power of Attorney must be registered with the Land Titles Office before your attorney can act for you.

The Public Trustee can help register your document and explain your options.

Registration requirements can vary depending on your circumstances. If you are unsure what you need to do, contact the Public Trustee for advice

Keep your document safe

- If your enduring power of attorney was prepared by the Public Trustee, you can store your document in our secure facility free of charge.
- If you keep your document yourself, make sure it is stored somewhere safe, secure and easy to find.

Let loved ones know

It helps close family or friends know who your attorney is and what to do when the time comes.

Let them know:

- who you have chosen as your attorney
- where your original document is stored
- how to contact the Public Trustee

Make sure your attorney understands their role

Your attorney must:

- **Act on your behalf:** wherever possible and reasonable in the circumstances they should talk with you, listen to what you want, and follow your directions and wishes.
- **Keep good records:** they must keep clear records of all financial dealings and transactions for at least 7 years after their role ends.
- **Keep assets and money separate:** your finances must be kept separate from theirs.
- **Act in your best interests:** they must protect your interests and avoid any conflicts of interest.



Visit our website
or can/click the
QR code to
download your
free personal
record book



Write down key information in a Personal Record Book

A Personal Record Book can help you record information about where important documents are kept, contacts and personal wishes or instructions. Having practical details can make things much easier for your loved ones.

Check if you need other documents

You may also want to prepare or review:

- **A Will** – allows you to legally appoint an executor and give instructions for what happens to your assets when you die.
- **Enduring guardianship** – allows you to legally appoint a guardian who can make medical and personal decisions for you if you cannot make decisions for yourself while you are alive.

How to change or cancel (revoke) your document

You can change or cancel your enduring power of attorney at any time, as long as you have capacity to do so. There are laws that direct how this must be done. It is recommended to get legal advice before cancelling (revoking) a document.

Update your enduring power of attorney if circumstances change

You may need to update your document if:

- ☐ **you want to change who can make decisions for you**
- ☐ **your attorney dies or their decision-making is impaired**
- ☐ **your relationship with your attorney changes**
- ☐ **you believe your attorney is not or will not manage your finances properly**
- ☐ **you move interstate or overseas**

Your Tasmanian document may not be valid in another Australian State or Territory or around the world. It is best to get legal advice if you move.

Disclaimer - This information is general information and should not be considered personal legal advice.



The Public Trustee can help you review or update your enduring power of attorney document and explain your options.

Call us on 1800 068 784

Email us at tpt@publictrustee.tas.gov.au

Visit us at publictrustee.tas.gov.au

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