



Public©
Trustee

About Your Will

Helpful reminders after making your Will

These simple reminders can help ensure your directions and wishes are easy to follow in the future.

Keep your Will safe

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

Let your executor and loved ones know

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

Let them know:

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

It is important that your executor know they have been appointed and know what responsibilities they have.

You can give them the: 'Executor Guide – What you need to know' information sheet.

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 our loved ones.



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



Check if you need other documents

You may also want to prepare or review:

- **Enduring power of attorney** – allows you to legally appoint an attorney who can make financial and legal decisions for you while you are alive.
- **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 update your Will at any time, if you have capacity to do so.

There are laws that direct how a Will can be cancelled (revoked). In most cases, making a new valid Will cancels any earlier wills. Do not make handwritten changes to your existing Will. This may cause confusion or could make parts of the Will invalid.

If your circumstances change, it is usually best to prepare a new Will.

Update your Will when your circumstances change

It is a good idea to review your Will every 3-5 years, or if your circumstances change, such as:

- you bought or sold an asset (especially an asset left to someone specific in your Will)
- you married, divorced or entered a significant relationship
- you have a new child, grandchild or stepchild
- one of your children has divorced, separated or entered a significant relationship
- your children now have stepchildren
- you have retired
- your spouse or partner died
- one of your beneficiaries has died or become incapacitated
- you want to change the beneficiaries of your Will
- you have changed your name



The Public Trustee can help
you review or update your
Will and explain your options
please contact the team

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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