

# Documenting Your Affairs .....

## ***A resource kit to assist you and your loved ones***

This folder includes a number of government publications, as well as documents compiled by the VVAA Outer Eastern Melbourne Sub-branch Support Group with the assistance of the Welfare Coordinator, Ringwood RSL.

Once completed, the enclosed documents and forms will provide you with a means of communicating your wishes and preferences, to your loved ones, in respect to your passing on, or being subjected to a significantly debilitating mental or physical health problem.

Topics addressed in this folder relate to what we can do today in readiness for our demise. They include:

- Wills
- Powers of Attorney
- Funeral Services and Burial Preferences
- Organ Donation Options
- Notification of Death Checklist
- Other Considerations

If you already have existing completed documents, perhaps consider substituting the ones provided in the folder with your originals.

It is recognised that we are all different and have varying requirements. Although we consider the kit provides a good base, you should consider what else could be included to meet your own particular circumstances, to make the experience of your passing, and subsequent arrangements, easier and less stressful for those remaining.

Completion of these documents should provide you with the peace of mind knowing you have laid a clear pathway for those administering your affairs once you have passed on, or have been rendered mentally unable to manage your affairs. We urge you to make a start as soon as you are able.

Once the documents and papers have completed we recommend you acquaint those who will be potentially looking after your affairs, and administering your estate, with the contents of the folder. This will provide an opportunity for them to ask any questions and to ensure there is a clear understanding of your wishes.

It is also recommended that the folder contents are reviewed once a year, or more often, to meet any changing circumstances.

### **Disclaimer**

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