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## GUIDE to WILLS & ESTATES

and Precedents CD  BC WESA Edition

by Wills and Estates "Guru", Gabrielle M. Komorowska (Paralegal, 25 years); BC lawyer edited

*"the **Guide** has been a lifesaver"* Sharon, Paralegal

*"**great book**, just submitted my first two applications.  
... the **Guide** paid for itself after three month's use."*

*Vancouver Island Lawyer*

*"I need several resources so I can find the answers.  
This **Guide** is a **must-have**."* Aimee Nichols, Legal Assistant

### Extensive

### Comprehensive

### Practical

- the best how-to-do-it manual for legal support staff
- jam-packed with instruction, precedents, practical pointers and pitfalls to avoid
- high calibre and well organized -- easy to find what you need
- the checklists ensure that work flows efficiently and thoroughly
- procedure is detailed in a logical, step-by-step manner with clear, precise wording
- designed for staff at all levels of experience; will reduce the time needed for inexperienced staff to become proficient in the field. Experienced staff will find it to be the place they look for answers.
- published and updated for over 20 years -- stood the test of time and is the **trusted resource**

### Best Digital Precedents

**Over 175** precedents (documents, checklists *and* letters), meticulously designed with proper formatting for speedy document preparation (e.g. styles, detailed descriptive stop codes, automatic bullets. etc.). The Precedents will save so much time -- they alone are worth the cost of the entire **Guide**!

**Act Now!**

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# GUIDE to WILLS & ESTATES

## Table of Contents (Abbreviated and Condensed)

### Chapter I OVERVIEW

Provides an overview of legislation and Probate Rules in a simplified fashion as they relate to support staff's work in preparing Wills as well as the complex process of grant applications and estate administration.

### Chapter II WILLS

This chapter explains the steps involved in Will preparation and execution -- from client interview and information gathering (an excellent Checklist is provided) to preparation and processing of a well-constructed Will using WESA-compliant clauses. Clauses are lawyer-edited and written in plain language to be easily understood by the most important person in the whole process, the Will-Maker. Using a quick-reference format for speedy document preparation, precedents are set out on the right-hand page and the explanation is on the left. Everything is at your fingertips. The main sub-chapters are:

- A. Procedure
- B. Letters
- C. Documents
- D. Precedent Clauses

### Chapter III ESTATES

This very extensive chapter includes: the procedure for grant applications; the Notice of Proposed Application in relation to estate; the Probate Forms explained; considerations with the issue of Spousal Home, and; explanation of changes brought about by WESA and the Probate Rules. Quick-reference format (see above). The main sub-chapters are:

- A. Pre-Application
  - i. Procedure
  - ii. Letters
  - iii. Documents
- B. Application
  - i. Procedure
  - ii. Notice of Proposed Application
  - iii. Forms and Appendix
  - iv. Spousal Home
- C. Post-Application
  - i. Procedure
  - ii. Letters
  - iii. Documents

### Chapter IV HELPFUL INFORMATION

Here is where you will find important reference information, such as Website Links, Checklists, Addresses, Glossary, Fee Schedules and Index and more. Easy access to updated information means improved efficiency.

*"Thank you for your material,  
I've relied upon it for eons."* Keith, BC Lawyer

*"A small office like ours needs more resources. This  
Guide helps me out all the time."* S. Travers, Legal Asst.

**About Updates** -- Unlike a one-off course manual, the **Guide** has been published and updated for over 20 years. An update consists of new replacement pages, a cover letter *explaining* the changes and web access to any updated digital **Precedents**. A subscription (about \$200/yr) lets you to keep your **Guide** and its digital **Precedents** up to date.



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