



# Estate and Trust Administration For Dummies

*Margaret Atkins Munro, Kathryn A. Murphy*

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Executing an estate or a trust fund is a big responsibility. Estate & Trust Administration For Dummies contains advice for handling estates and trusts of any size. It offers solid pointers on reading and interpreting a will and other documents, and helping heirs avoid paying too much (or too little). It also shows you how to take care of a loved one's estate in the event that a will or trust was never created. This authoritative, plain-English guide helps you understand and follow the rules that govern estates and trusts, ensure a smooth transfer of property, and manage fiduciary affairs in an orderly manner. You'll get help choosing and assembling a team of professional advisors, settling debts and paying bequests, operating a revocable or irrevocable trust, and making sound trust investment decisions. Discover how to: Understand executors' and trustees' duties Read and interpret important documents Properly execute an estate or trust Handle estates both large and small Get familiar with the probate process and estate taxes Identify different types of trusts Follow the deceased's wishes - and the law Notify insurers and employers of a death Follow the steps for closing an estate Establish, fund, and change ownership of a trust Keep proper trust records Yes, you can do the job and do it well. All you need is a little help from Estate and Trust Administration For Dummies .

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