

Financial Power of Attorney Duties

Any legally binding action should only be taken after consultation with qualified counsel. Feel free to call and discuss.

1. **Contact Attorney:** Contact us so we can outline your responsibilities and help you with the process.
2. **Locate and Read a Copy of the Power of Attorney:** You will need this document to prove that you have power to make decisions for and to transact business for the Principal. Our firm will have copies if the originals cannot be found.
3. **Have a Discussion with the Principal's Doctors to Determine if the Health Issue is Short Term or Long Term:** The answer to this question unfolds overtime in many medical situations and will dictate the next actions for you as an Agent.
4. **Contact the Certified Public Accountant/Financial Advisors:** If the situation is long term, meet with the Principal's Certified Public Accountant and Financial Advisor to create or review the financial plan, tax plan, and cash flow plan.
5. **Contact the Principal's Property and Casualty Insurance Agent:** Make sure the house and car insurance are current and redirect those bills to you.
6. **Estate Planning Binders:** The Estate Planning Binder may provide instructions and identify third parties you might need to consult with in your capacity as a Power of Attorney.
7. **Mail:** It is important to monitor the mail that is delivered to the Principal. This will include information related to: bank accounts, bills, insurance, and other assets or debts. If the situation is long term, redirect the mail to your address.

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