



Brangham & Associates, Inc.

Certified Public Accountants
Accounting • Taxes • Consulting • QuickBooks Training and Consulting

TRUST INFORMATION SHEET

NEW -or- UPDATE

[Today's Date]

General Trust Info:	Trust Name _____ Address _____ <div style="display: flex; justify-content: space-between; width: 100%;"> [Street] [PO Box] </div> <hr/> <div style="display: flex; justify-content: space-between; width: 100%;"> [City] [State] [ZIP] </div> Phone # _____ Fax # _____ Start Date _____ Email _____		
Referral:			
Nature of the Trust:	<i>* Please provide a copy of the Trust Documents.</i>		
FEIN:			
Trustee Name:			
Beneficiary Info.	<u>Beneficiary 1</u> Name _____ Address _____ Phone _____ SSN _____	<u>Beneficiary 2</u> _____ _____ _____ _____	<u>Beneficiary 3</u> _____ _____ _____ _____
Special Issues or Concerns:			<p style="text-align: center;"><u>OFFICE USE ONLY</u></p> <p>Admin Checklist:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Create IT Record <input type="checkbox"/> Update File Path <input type="checkbox"/> Create File Folder <input type="checkbox"/> Create Portal <input type="checkbox"/> Add to Go Daddy <input type="checkbox"/> Assign Service Tasks <input type="checkbox"/> To - Onboarding <p>Client #</p>

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