



Wills and Enduring Powers of Attorney



The Public Trustee provides quality Will-drafting, and trustee and asset management services to Western Australians.

We can assist you or your loved ones with:

- Wills
- Enduring Powers of Attorney
- Deceased Estate Administration
- Trustee Services
- Financial Administration
- Charitable Giving - Give2Good Foundation

Wills

The Public Trustee drafts Wills that either*:

- nominate the Public Trustee as your one and only executor; or
- nominate your spouse (or de facto partner) as your first executor and the Public Trustee as your substitute executor.

**In some exceptional cases, the Public Trustee may draft other Wills, but different fees to those advertised here may apply.*

Our solicitors and paralegals can advise on issues that may arise when deciding how to divide your estate. Depending on your circumstances, you may be referred to a specialist for complex legal, taxation or family law advice that is outside the scope of our Wills service.

Enduring Powers of Attorney

The Public Trustee drafts Enduring Powers of Attorney that appoint the Public Trustee or your spouse (or de facto partner) as attorney.

Conditions apply. For more information, please visit publictrustee.wa.gov.au, click on the *Make a Will* icon, open the *Make an Appointment* tab and download the brochure: *Enduring Power of Attorney (EPA) – Information for EPAs prepared by the Public Trustee*.

What are the fees?

	Will	Enduring Power of Attorney
Single (*concession card)	\$50	\$50 (each)
Single (no concession card)	\$360	\$118 (each)
Couple (*concession card)	\$40 (each)	\$50 (each)
Couple (no concession card)	\$240 (each)	\$118 (each)

***Concession cards include:**

Pensioner Concession Card, Health Care Card, Commonwealth Seniors Health Card and DVA Health Card (Gold, White or Orange). Does not include the WA Seniors Card.



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- Concessional discounts only apply to one Will per 12 month period.
- For additional work, you may be charged an hourly rate, a set rate, or both, depending upon the type of work performed. The Public Trustee's total in-house fees will not exceed \$1,650.
- To be charged as a couple, your Wills must be substantially similar.

The Public Trustee also charges fees for acting as executor, trustee or under an Enduring Power of Attorney.

For more details, please visit our website Publications page and download the following brochures:

- Deceased Estate Administration, and
- Information for EPAs prepared by the Public Trustee.

What is the process to make a Will?

Complete the Will Application Form.

- Download online via publictrustee.wa.gov.au and select the *Make a Will* icon.
- or,
- Phone 1300 746 116 to receive a copy of the form by mail.

If you have difficulty completing the form, please contact our Reception.

Once completed, please send the form to the Public Trustee and we will contact you to discuss or to arrange an appointment.

Updating your Will

If your circumstances change, and you need to update your Will, it is recommended that you seek professional advice and write a new Will.

If you choose to do this with the Public Trustee, the above Will-drafting process and fees apply.

Note: The Public Trustee does not give legal advice related to privately prepared Wills or on Deceased Estates which the Public Trustee is not administering.

Where are Will-drafting appointments held?

Appointments are held at the Public Trustee office located at 553 Hay Street, Perth.

In some cases, your appointment can be conducted by telephone or videoconference.

In exceptional circumstances, hospital or home visits may be arranged. For these external appointments, a \$29 per visit travel fee applies. Please contact our Reception for more details regarding eligibility.



How long does a Will-drafting appointment take?

At your appointment, you will be able to discuss your wishes and one of our professionals will provide advice on the best way to deal with these in your Will.

A Will-drafting appointment can last up to about 1½ hours for a single and up to 2 hours for a couple. Your Will is usually completed in this time.

Interpreters and assistance

Independent interpreters are available for non-English-speaking people and assistance can be provided for those with a hearing impairment or accessibility problems.



Public Trustee

Office Hours: 8.30am – 4.30pm (Mon – Fri)

Location: 553 Hay Street, Perth

Postal Address: GPO Box M946, Perth

Western Australia 6843

Tel: 1300 746 116

Fax: (08) 9222 6617

Email: public.trustee@justice.wa.gov.au

Web: publictrustee.wa.gov.au