

Steps to Administer an Estate

Executor Duties



The Public Trustee can take over the task from someone who has been nominated Executor.

What does it mean to be appointed as an executor?

An executor is responsible for the entire administration of an estate and for carrying out the wishes in accordance with a Will. Executor duties are listed opposite.

WOULD YOU DO ALL THIS FOR NOTHING?

The appointment of your executor is entirely up to you; however it is important you remember that acting as an executor of a Will can be extremely complex.

It can be an onerous, multifaceted, drawn out and time consuming task involving an understanding of law, tax and accounting requirements.

THE PUBLIC TRUSTEE AS YOUR EXECUTOR

If you have prepared your Will with the Public Trustee you may have nominated the Public Trustee to be your executor.

As executor, this means we will be responsible for administering your estate and your loved ones will not be burdened with this task.

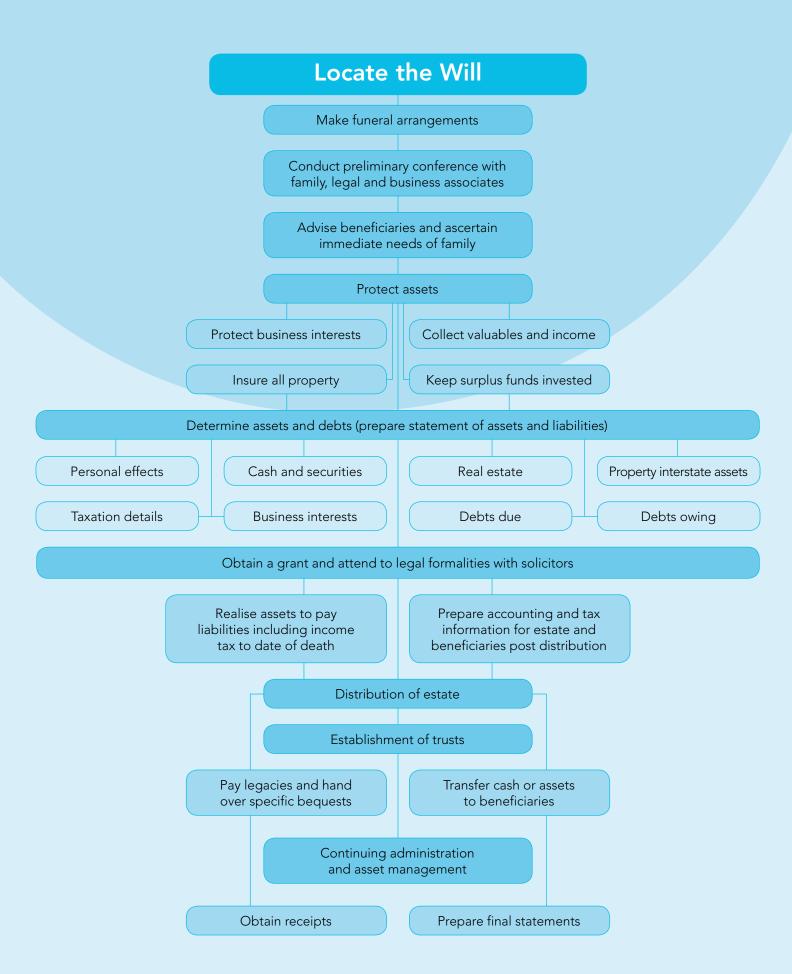
The Public Trustee will write to your family confirming we hold the last Will for you and will administer your estate according to your wishes.

WHAT IF I AM APPOINTED EXECUTOR AND I NO LONGER WANT TO DO IT?

The Public Trustee can take over the task from someone who has been nominated executor by a friend or family member and who does not want to take on that responsibility. If you are in this situation please contact the Public Trustee for more information.

CONTACT US

To make an appointment to discuss your individual needs please call 1800 068 784, email tpt@publictrustee.tas.gov.au or go to our website www.publictrustee.tas.gov.au





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The services provided by the Public Trustee are available at our offices throughout Tasmania. Regional visits to major population centres throughout Tasmania and personal visits to clients unable to attend any of our offices ensures all members of the community are able to access our service.



