

What you need to know about executors

Easy Read version



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About this document



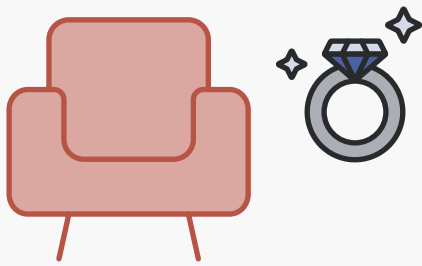
This document is from
Queensland Public Trustee.



We wrote this document to tell
you about executors.



An executor is the person or
organisation you choose to follow
the instructions in your Will.



Your Will says your plans for what you want to happen after you die like:

- how you want to give out the things you own
- who should get the things you own.



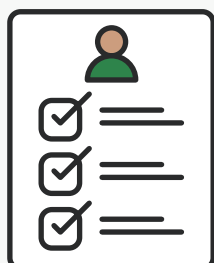
You can read more about Wills in our other Easy Read document. The document is called **What you need to know about Wills**.



This document tells you about:

- what an executor is and what they need to do
- what you should think about when you choose an executor.

What an executor needs to do



An executor follows the instructions in a person's Will.



Your executor must:

- get permission from the government to follow the instructions in your Will
- follow rules from the law when they do the executor work.



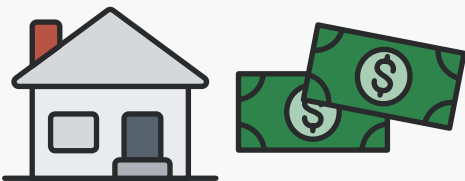
Your executor will do things like:

- check your plans happen the right way
- collect your things and money
- check if you owe any money, like tax
- tell people you have died, like

Medicare and people you want to have your things and money.



Your executor will pass on your things and your assets to the people you say should get them.



Assets are money and things you own that are worth money.



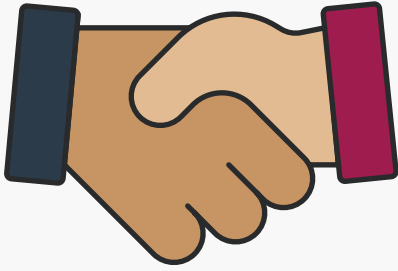
Your executor might need to manage some things over time, like buildings you own or bank accounts.



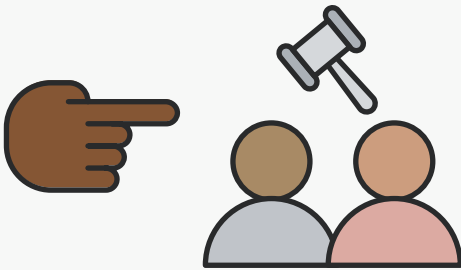
Your executor might be in trouble with the law if they:

- do not do what your Will says
- do not look after the things you own.

What to think about when you choose an executor



You should choose someone you can trust to be your executor.

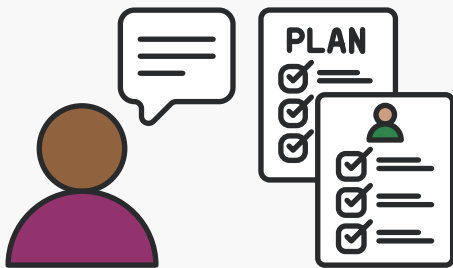


You can choose more than one person to share the executor work.

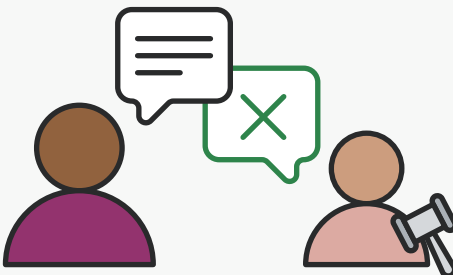


Your executor needs to:

- be able to do the work when it is time
- understand things like law and money, and use their skills to follow your plans
- do the work even if they feel sad that you have died
- help solve problems if people do not agree about what your Will says.



You can talk to the person you would like to be your executor about your plan and the work.



The person you choose to be your executor can say no. If they say no, you need to choose someone else to be your executor.

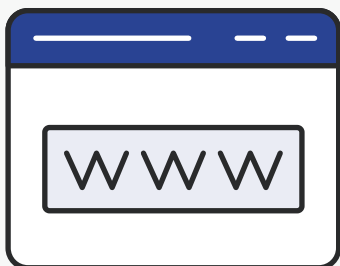
Contact information

You can contact us to get more information or help. There are many ways to contact us.



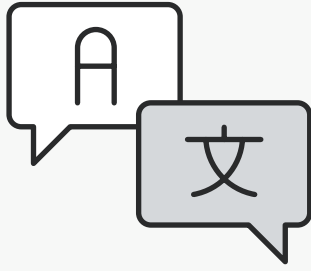
Call us

1300 360 044



Visit our website

pt.qld.gov.au



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Call 131 450 and ask to speak to
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Use the National Relay Service (NRS)

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