

## Instructions for Completing General Power of Attorney

### *DESIGNATION OF AGENT*

You, the person giving power of attorney authority to another, are the “principal.” Place your full name in the blank after “I” and before (*your name*).

Your agent is the person to whom you are giving power of attorney authority. Place your agent’s full name, address, and telephone number on the lines as indicated.

### *DESIGNATION OF SUCCESSOR AGENT(S)*

A successor agent can be appointed to act in case the original agent is unable to act for you. If you would like to name a successor agent, place the full name, address, and telephone number of the successor agent on the lines as indicated.

If you would like to name a second successor agent (in case you successor agent is unable to act for you), place the full name, address, and telephone number of the successor agent on the lines as indicated.

### *GRANT OF GENERAL AUTHORITY*

You may give your agent power to act on your behalf with regard to certain subjects. If you would like your agent to have power to act on your behalf with regard to all the subjects listed, please check the “All Preceding Subjects” line (last line in the section), which includes all subjects listed above. If you would like you agent to have power to act on your behalf with regard to only some of the subjects, check only the lines next to the subject for which you would like your agent to have power to act on your behalf. A brief explanation of the subjects are listed below, however, for a full definition of each subject, please see [Nebraska Revised Statutes Chapter 30-4027 through Chapter 30-4040](#).

REAL PROPERTY generally includes land and structures attached to land (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4027](#)).

TANGIBLE PERSONAL PROPERTY generally includes property which can be physically perceived and transferred (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4028](#)).

STOCKS AND BONDS generally do not include commodity futures contracts and call or put options on stocks or stock indexes (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4029](#)).

COMMODITIES AND OPTIONS generally do not include stocks and bonds (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4030](#)).

BANKS AND OTHER FINANCIAL INSTITUTIONS generally include trusts, savings and loans, credit unions, and brokerage institutions (for a full definition, please see [Nebraska Revised](#)

[Statutes Chapter 30-4031](#)).

OPERATION OF AN ENTITY OR BUSINESS generally includes contracts, insurance payments, collections, and tax responsibilities (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4032](#)).

INSURANCE AND ANNUITIES generally includes rights regarding benefits and responsibilities for premiums (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4033](#)).

ESTATES, TRUSTS, OR OTHER BENEFICIAL INTERESTS generally include guardianships and conservatorships (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4034](#)

CLAIMS AND LITIGATION generally includes asserting and maintaining a claim before a court or administrative agency (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4035](#)).

PERSONAL AND FAMILY MAINTENANCE generally includes maintaining the customary standard of living of the principal and principal's family (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4036](#)).

BENEFITS FROM GOVERNMENTAL PROGRAMS OR CIVIL OR MILITARY SERVICE generally includes some retirement accounts (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4037](#)).

RETIREMENT PLANS generally excludes certain benefits from governmental programs or civil military service (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4038](#)).

TAXES generally include federal, state, local, foreign income, gift, payroll, property, Federal Insurance Contributions Act, and other taxes (for a full definition, please see [Nebraska Revised Statutes Chapter 30-4039](#)).

#### *GRANT OF SPECIFIC AUTHORITY (OPTIONAL)*

You may give your agent power to perform specific acts. Such acts could significantly reduce your property or change how your property is distributed at your death. To give your agent power to perform a specific act, check the line next the specific act you would like to give your agent power to perform.

#### *SPECIAL INSTRUCTIONS*

You may have special instructions which are not provided for by the form. If you have such special instructions, please write them on the lines contained in the "Special Instructions" section. This is the section you can use to name coagents (please see "[Selecting More Than One Agent](#)").

#### *NOMINATION OF A CONSERVATOR AND/OR GUARDIAN*

Conservator: You can select who you would like a court to appoint (designate) as a conservator of your estate (someone who handles the finances concerning your possessions) if it becomes necessary for a court to do so. Fill out the name, address, and telephone number for the person you would like to be conservator of your estate on the lines indicated.

Guardian: You can select who you would want a court to appoint (designate) as guardian of your person (someone who handles non-financial decisions for you) if it becomes necessary for a court to do so. Fill out the name, address, and telephone number for the person you would like to be your guardian on the lines indicated.

#### *SIGNATURE AND ACKNOWLEDGMENT*

The General Power of Attorney form must be signed in the presence of a notary to be valid. Do NOT sign the document UNTIL A NOTARY IS PRESENT AND WITNESSES YOU SIGNING THE DOCUMENT. Be sure to include the date you signed the document.

#### *WHAT TO DO WITH THE COMPLETED GENERAL POWER OF ATTORNEY FORM*

Power of Attorney forms do not have to be filed with a court; however, it is very important to keep the form in a secure place where it will not be damaged. Additionally, it is very important that all people involved with the power of attorney form are aware of the location of the form, for future reference.