



**DEPARTMENT OF THE AIR FORCE
71ST FLYING TRAINING WING
VANCE AIR FORCE BASE OKLAHOMA**

Deployer Readiness Legal Checklist

ESTATE PLANNING PACKAGE

- **What is a will?**

A will is a document that dictates how your property will be transferred and distributed in the event of your death. It does not cover financial assets where you have named a beneficiary such as SGLI or TSP and may not cover jointly owned items such as a home with your spouse where you both are on the title. In general, without a will your assets would transfer in the following order: spouse, children, parents, siblings, niece/nephew. If you want your assets to be dispersed differently you will need a will. A will can also state your burial desired and wishes.

- **What is a Health Care Surrogate?**

A Healthcare Surrogate is a document that designates a person or persons to make healthcare decisions in the event you are disabled or incapacitated. In general, this document does not dictate what type of treatment you would like to receive when in such a state.

- **What is a Living Will?**

A living will, also known as an Advanced Medical Directive, is a document that directs your healthcare provider to follow your desires and wishes, such as removing life support if a doctor has determined that you are in a persistent vegetative state and unlikely to recover. This includes removal of respirators and feeding tubes. This is not a “do not resuscitate.” Your medical team will do everything they can to save your life until a determination is made that you are unlikely to recover from this persistent vegetative state.

- **What is Durable Power of Attorney?**

A durable power of attorney is a legal form that gives a principal a formal, official means of stating how they would like their financial affairs to be handled by a principal (the person they elect to make the decisions) in the event they no longer can make the decisions themselves.

COMMON POWERS OF ATTORNEY:

- **General POA:** Very broad and not accepted everywhere. This POA gives the individuals the ability to conduct several different transactions on your behalf to include financial matters and taxes. Valid for up to one year from day of execution.
- **Special Financial:** This POA is specifically for any banking matters. It is more restrictive and allows a dollar amount to be set if withdrawal transactions are authorized. Valid for up to one year from day of execution.
- **Special Military ID:** This POA is specifically for dependents to obtain their military identification cards without the sponsor being present. Valid for up to one year from day of execution. This is the only POA accepted by MPF.
- **Loco Parentis:** This POA is specifically to give temporary guardianship to another individual for minor children. Valid for up to one year from day of execution.

- **Special Taxes:** This POA is specifically for filling taxes on behalf of the member. Valid for up to one year from day of execution.
- **Special Housing/Vehicles:** These POAs are specifically for housing transaction such as selling/buying a house, management of a home, selling/purchasing vehicle, registration of vehicle, management of vehicle.
- **Special Military Matters:** These POAs are specifically for clearing/obtaining government housing, receiving/shipping TMO, and receiving/shipping vehicle. Valid for up to one year from day of execution.

71 FTW Deployer Readiness Legal Checklist

Estate Planning/POA questionnaire	Yes	No
1. Do I need a will?		
2. Have any major life changes occurred since creating my last will? (i.e., marriage, divorce, birth/adoption of child, etc.)		
3. Do I need a healthcare surrogate?		
4. Do I need a living will?		
5. Do I need a durable POA?		
6. Do I need <u>ANY</u> Powers of Attorney?		

***If you answered “YES” to any of the questions above please visit our legal assistance website to create your Estate Planning Package and POA’s. You will receive a “ticket number” which is a series of letters and number upon completion of your form. <https://aflegalassistance.law.af.mil/>.**

Servicemembers Civil Relief Act (SCRA) – If denied, make an appointment with JA	Yes	No
Need to terminate a lease? – If your orders last for 90 continuous days or more you may terminate your lease with written notice providing your orders 30 days after your next rental payment without penalty.		
Need to terminate a service contract? – Contracts such as gym memberships, cable, internet, and phones may be terminated similarly to a lease as described above. These apply to dependents as well		
Need a delay in your civil lawsuit? – If you are unable to attend a court date in a civil matter due to your military obligation you can get a temporary 90 day stay that will prevent a default action against you by writing a letter to the court, providing a letter from you CC, orders, and your return date. You may request the stay be further extended, if the court denies your request, they must appoint an attorney.		
Have any other SCRA questions?		

If you answered “YES” to any of the questions above please call our office at 580-213-7404 or reach out to your local base's legal office to make a legal assistance appointment.

Other Items to Consider	Yes	No
Need a Family Care Plan? – If you are a single parent, dual AD, have custody of children with unmarried parent, or are the primary care giver, you need one! It may and should include what happens in the event of an extended TDY or deployment. This plan should be notarized. It is required under DAFI 36-2908.		
Guard/Reserve only USERRA – Provides federal employment protection when placed on active-duty orders. Guarantees differential pay, employment protection, and more.		

I have reviewed my legal readiness and (DO) _____ (DO NOT) _____ need an appointment with JA.
 Unit _____ Name _____ Date _____