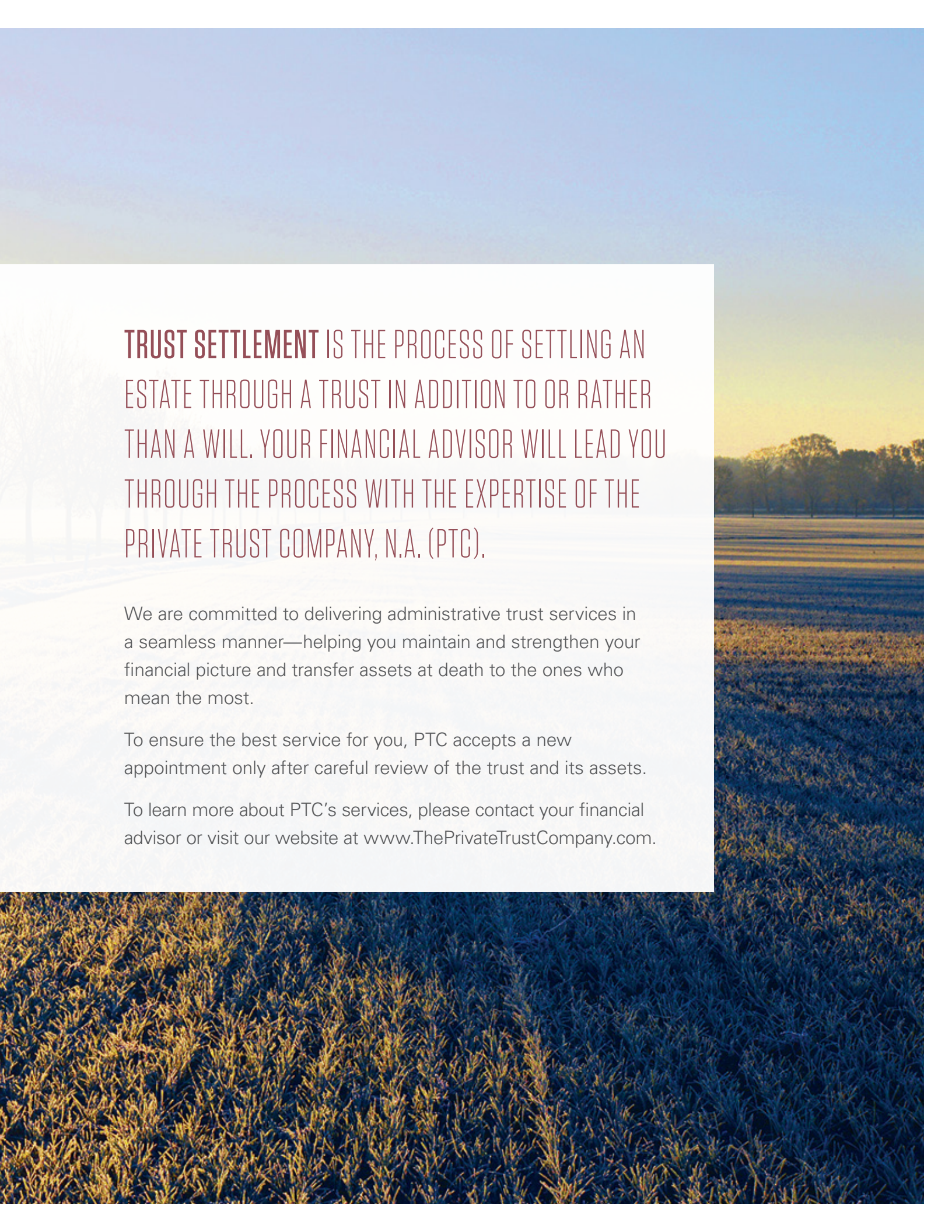


TRUST SETTLEMENT PROCESS

A Roadmap for Working with Your Financial Advisor and
The Private Trust Company





TRUST SETTLEMENT IS THE PROCESS OF SETTLING AN ESTATE THROUGH A TRUST IN ADDITION TO OR RATHER THAN A WILL. YOUR FINANCIAL ADVISOR WILL LEAD YOU THROUGH THE PROCESS WITH THE EXPERTISE OF THE PRIVATE TRUST COMPANY, N.A. (PTC).

We are committed to delivering administrative trust services in a seamless manner—helping you maintain and strengthen your financial picture and transfer assets at death to the ones who mean the most.

To ensure the best service for you, PTC accepts a new appointment only after careful review of the trust and its assets.

To learn more about PTC's services, please contact your financial advisor or visit our website at www.ThePrivateTrustCompany.com.

Getting Started

The following items are needed to start the process:

- Death certificate (original copy)
- Fully executed will and trust document
- Family contact information
- Beneficiary content information
- Statement of assets and liabilities with values and copies of statements
- If there is probate, the executor's letter of appointment and contact information
- Estate attorney contact information
- Estate accountant contact information
- PTC Confidential Client Questionnaire

What to Expect

Involvement. As trustee, we handle all aspects of administration but need assistance in the gathering of information to carry out that role.

Communication. We strive to clearly communicate the steps and timing of the entire process. Your financial advisor will lead that communication process.

Coordination. Trust settlement often causes significant change to your financial life. Your financial advisor can help you coordinate the impact with your existing plans and resources.

Cooperation. We often work with family tax advisors and legal advisors to maintain consistency.

Patience. The process of wrapping up one's life savings is complicated. The inventory, valuation, tax reporting, management, and distribution of the assets with clear title to the beneficiaries may take time, but the long-term benefits can outweigh the initial time cost.

Expertise. PTC is an independent trust company dedicated to the administration of trusts and other family wealth arrangements.

The ESTATE Process

The ESTATE process of trust settlement shows you some of the details and complexity involved in a clear, understandable manner so there are no misunderstandings. A brief summary of the steps:

E—Evaluate. We review the documents and assets involved to assess the task.

S—Set Expectations. Upon acceptance, we define the process, steps, and timing.

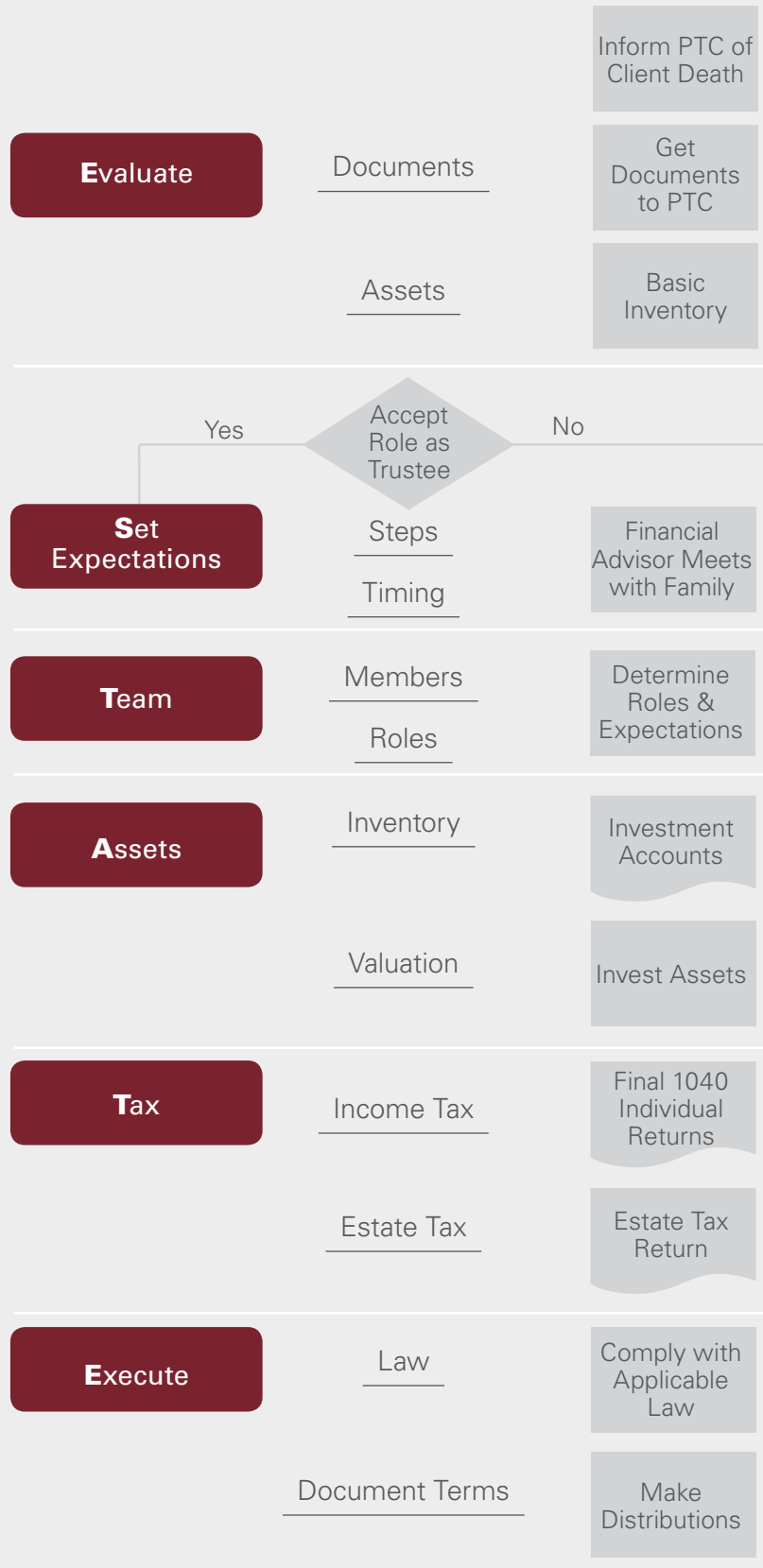
T—Team. We assemble the right team of professionals to get the job done.

A—Assets. We create a detailed inventory of all the assets and liabilities and obtain valuations and appraisals, as well as manage and safeguard the assets and handle any creditor issues.

T—Tax. We ensure that all the appropriate trust tax reporting is done, money saving elections are completed, and payments are made.

E—Execute. We carry out the administration of the trust in accordance with its terms and all applicable laws.

STEPS TO SETTLE AN ESTATE BY TRUST



Legend

Steps

Subtopic

Decision

Process

Documents or Elements

| | | | |
|----------------------|-----------------|------------------|---------------------------|
| Trust & Amendments | Will & Codicils | Family Structure | Interpret Legal Documents |
| Assets & Liabilities | | | |

ASAP

| | | | |
|---------------------------|----------------------|------------------------------|--------------------|
| | Examine Alternatives | Agent for the Trustee | Investment Manager |
| Review Terms of Documents | Answer Questions | Establish Communication Plan | |

Two weeks

| | | | | |
|----------------|-------------------|-----|----------|-----|
| Family Members | Financial Advisor | PTC | Attorney | CPA |
|----------------|-------------------|-----|----------|-----|

Two weeks

| | | | | | |
|-----------------------|------------------|-------------------------------|------------------|--------------------|-------|
| Bank Accounts | Retirement Plans | Life Insurance & Annuities | Real Estate | Business Ownership | Debts |
| Keep Detailed Records | Send Statements | Principal & Income Accounting | Track Cost Basis | Handle Creditors | |

Two to six months, based on complexity

| | | | |
|----------------------------------|------------------------------|---------------------|------------------|
| Previous 1040 Individual Returns | Annual 1041 Return for Trust | Make Tax Elections | Pay Income Taxes |
| Previous Gift Returns? | Make Tax Elections | Consider Disclaimer | Pay Estate Taxes |

Income tax: Annually
Estate tax: due 9 to 15 months from date of death
State and/or IRS clearance letter: up to three years after filing

| | | | | | |
|---------------------|------------------------|------------------------------|------------------------------|--------------------|------------------|
| Federal Law | State Law | Principal & Income Law | Uniform Prudent Investor Act | Uniform Trust Code | Tax Law |
| Pay Bills as Needed | Directed Distributions | Handle Distribution Requests | Consider Tax Implications | Terminate Estate | Final Accounting |

Ongoing
Most distributions held until creditor, state, and IRS clearance

Total: 12 to 24 months, based on complexity

