



Secured Futures  
A SECURED ALLIANCE AFFILIATE



## Pooled Trust Preparation Checklist

### Client Information

Full Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

### Step 1: Choose Your Trust Type

Please select the type of trust that best suits your needs:

- Special Needs Trust (SNT)**
  - Designed to maintain eligibility for government benefits.
  - For individuals with disabilities.
- Minor's Trust**
  - For the sole benefit of a minor.
  - Funds are managed until the minor reaches adulthood.
- Preservation Trust**
  - Provides income and spendthrift protection.
  - Ideal for protecting assets from creditors and irresponsible spending.
- Support Trust**
  - Facilitates wealth transfers.
  - Allows for distributions to support a beneficiary's lifestyle.

### Step 2: Specify the Type of Trust

- First-Party Trust**
  - Funded with assets owned by the beneficiary.
  - Special Needs Trusts use 1st-party primarily to maintain eligibility for government benefits.
- Third-Party Trust**
  - Funded with assets owned by someone other than the beneficiary.
  - Commonly used for gifts or inheritance.

*Secured Futures has no minimum amount required for setting up a trust.  
Our team is here to guide you through every step of the process.*

### Step 3: Gather Required Documentation

To proceed with setting up your trust, please ensure you have the following documents:

**Identification Documents**

- Government / State-issued ID for the beneficiary and any trustees.

**Proof of Address**

- Utility bill, lease agreement, or another official document showing current residence.

**Birth Certificate (if applicable)**

- Especially important for Minor's Trust and for Special Needs Trust if they do not have ID.

**Medical Documentation (if applicable)**

- For Special Needs Trust, documentation of the disability may be required.

**Financial Statements (if applicable)**

- Statements reflecting assets to be transferred into the trust.

**Estate Planning Documents (if applicable)**

- Wills, Power of Attorney, or any other related documents.

### Step 4: Contact Secured Futures

Once you have chosen the trust type and gathered the necessary documents, please reach out to our Advancement Team to begin the setup process:

- **Phone:** 480-701-0090
- **Email:** advancement@securedfutures.org
- **Office Address:** 10439 S 51st Street, Suite 225, Phoenix, AZ 85044

### Step 5: Review and Sign Trust Agreement

- Schedule a meeting with our team to discuss any questions or concerns.
- Carefully review the trust agreement provided by Secured Futures or Trustee.
- Sign the trust agreement.

### Step 6: Fund the Trust

- Transfer assets into the trust account.
- Provide proof of the transfer to Trustee (if applicable).

### Step 7: Ongoing Management

- Schedule regular reviews with your trust administrator.
- Ensure that any distributions align with the terms of the trust or court order.

*Secured Futures has no minimum amount required for setting up a trust.  
Our team is here to guide you through every step of the process.*