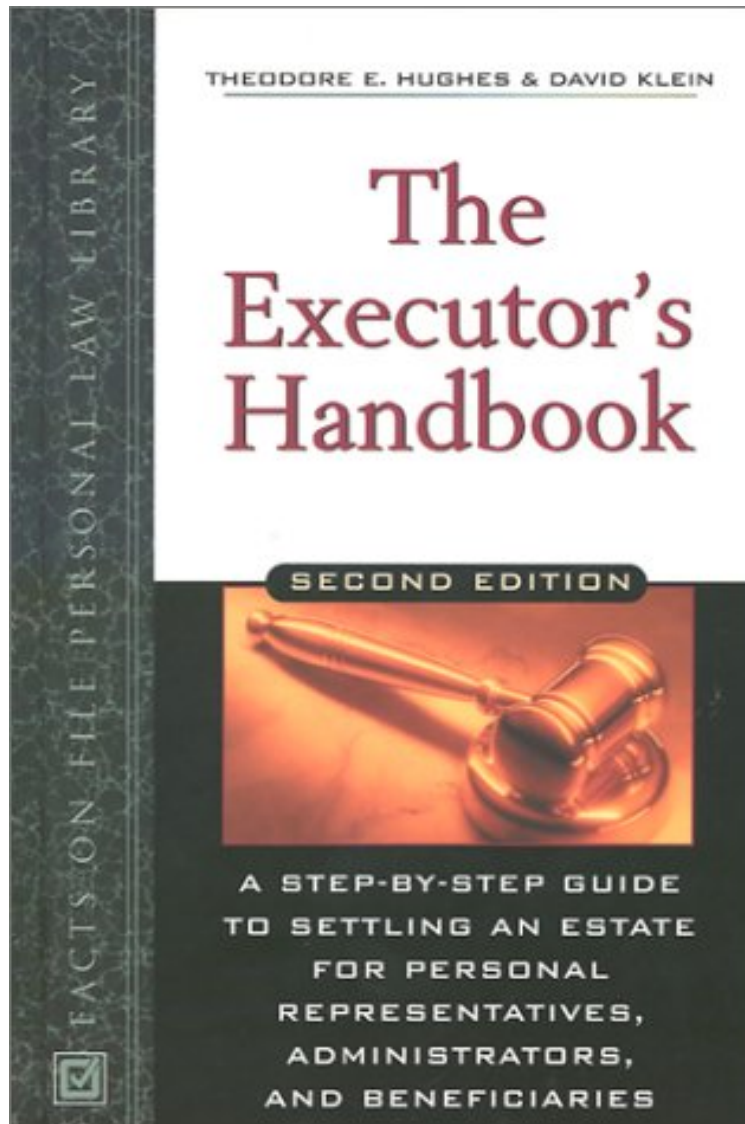


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Timely and up-to-date, *The Executor's Handbook* remains one of the only comprehensive step-by-step guides for nonprofessional estate executors, providing clear explanations of the most arcane aspects of estate law. Topics covered include the responsibilities associated with being an executor, understanding the provisions of a will, managing or liquidating assets, dealing with beneficiaries and creditors, handling income and death taxes, resolving family issues and situations, dispersal of non-monetary items, and much more. Complete with jargon-free definitions of legal terms, samples of legal forms, and a look at hidden funeral expenses, this book is an invaluable guide to anyone acting as an executor or considering doing so, or for anyone looking for an executor.

From *Library Journal* Michigan Assistant Attorney General Hughes and Klein (emeritus, social sciences, Michigan State Univ.) provide nonprofessional estate representatives with an understanding of the duties and procedures for settling an estate. They describe how to read and understand a will, locate and manage the assets of the estate, and cope with the probate process. One chapter discusses working with the testator before his or her death to create a letter of instruction to help settle the estate. In this new edition, the authors provide coverage of how to settle trusts and use pay-on-death bank accounts to help keep money out of probate. Numerous charts and tables show tax rates and exemptions, but dates on some of the tables go back to 1997 and 1998 and will need to be updated by using sources that reflect recent legislative changes. Libraries should also consider Charles K. Plotnick's *How To Settle an Estate: A Manual for Executors and Trustees* (LJ 6/1/98), F. William Hauer Jr.'s *Where There's a Will: A Guide for the Executor or Administrator of an Estate* (Edgewood, 1998), and James John Jurinski's *Probate and Settling an Estate* (Barron's, 1997). Joan Pedzich, Harris Beach, Rochester, New York Copyright 2001 Reed Business Information, Inc. "Highly recommended..." - *Library Journal*