

TRUST & ESTATE ADMINISTRATION

Fiduciary Calendar

Stay in control of your clients' needs with the Fiduciary Calendar of ONESOURCE Trust & Estate Administration. It provides a detailed calendar/checklist composed of several specific ticklers, as well as a general calendar designed for the management of trust and estate deadlines. There is no need to input each deadline. The system automatically calculates when the 1040, 1041, 706, 709, state inventory and other items are due and allows for the inclusion of any miscellaneous dates as a reminder for particular clients.

All this information is available at your fingertips with specific reports: Master Checklist, Death Tax Checklist, Income Tax Checklist, Expected Income Checklist, List of Bonds and Notes Coming Due and the Checklist/Calendar. As with all ONESOURCE Trust & Estate Administration products, the Fiduciary Calendar is fully integrated with the entire suite or can be used as a standalone product.

FIDUCIARY CALENDAR

- Automatically calculates due dates
- Provides specific reports
- Fully integrated with the OneSource Trust & Estate Administration suite

The screenshot shows the 'Calendar Selections' window with the following settings:

- Checklist Selections:** Complete Checklist (selected), Master Firm Checklist, Death Tax Checklist, Income Tax Checklist, Expected Income Checklist, Redemptions Checklist.
- Dates:** Starting Date and Ending Date (both set to a date in the future).
- Weekend/Holiday Options:** Use Weekends Days, Exclude Saturdays, Exclude Sundays, Exclude Weekends Days (selected), Exclude Holidays (checked), Add Holidays to Calendar (unchecked).
- Client/Entity Options:** Only run for client: William B. Conner Trust (unchecked), Fail-safe: All options, other than extensions, apply based on entity type (unchecked).
- Handle excluded dates:** Rule Default (selected), Previous Workday, Next Workday.
- Table:**

Option Description	Current Selection
Select Responsible Parties	All
Select Entity Types	All
Distribution Options	All Entries
Calendar Printing Order	Straight Date Order
Layout	Portrait
Spacing	4 Spaces
Add Line	Yes
Order and Print By	Sort Name
- Buttons:** Print, Preview, Export, Layout Options, Printer Setup, Close.

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☎ 1.800.865.5257

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