

Other Agreements

Beyond your business, you might have other legal agreements that your executor needs to know about.

Leases. Employment contracts. Vendor finance arrangements. Loan agreements. Prenuptial agreements. These documents create ongoing obligations or entitlements that don't end automatically when you die.

Your executor needs to know what agreements exist, where to find them, and what obligations they create.

What kinds of agreements matter?

Here are some common agreements your executor might need to deal with:

Commercial leases. If you lease commercial property (office, warehouse, retail space) for your business, the lease might continue after you die. Your executor will need to either continue the lease, assign it to someone else, or negotiate an early termination. Include the lease details here.

Residential leases. If you are renting your home, your executor will usually need to deal with ending the lease and arranging the bond refund. The exact steps vary by state and territory, so it is worth checking the rules where you live or with the agent. If you're the landlord and you have tenants, that's covered in the Property section.

Employment contracts. If you have a contract with your employer that includes entitlements (redundancy, notice period, bonuses, share options), your executor needs to know about it. They'll need to claim any outstanding pay, leave, or benefits.

Vendor finance agreements. If you've sold property or a business to someone and they're paying you over time (vendor finance or seller financing), your executor needs to collect the remaining payments. Include the buyer's details and the payment terms.

Loan agreements (money you've lent). If you've lent money to family, friends, or business associates, your executor needs to try to recover it. Include who owes you money, how much, and whether there's a written agreement.

Financial agreements. If you have a binding financial agreement with your spouse or partner (sometimes loosely called a prenup), your executor needs to know. It may affect how your estate is dealt with, so your solicitor should review it.

Buy-sell agreements. Already covered in the Business section, but if you have one, make sure it's noted there.

Franchise agreements. If you own a franchise, the franchise agreement might have specific terms about what happens when you die (e.g., the franchisor might have the right to buy back the franchise).

WHY THIS MATTERS

Agreements create rights and obligations. Your executor needs to enforce your rights (collect money owed to you) and fulfil your obligations (pay what you owe, end leases properly).

If your executor doesn't know an agreement exists, they might miss out on money you're owed, or they might unknowingly breach a contract.

Write it all down. It's worth it.

Your Other Agreements

Leases, contracts and money owed to you, the agreements that don't end when you do.

COMMERCIAL LEASE

PROPERTY ADDRESS	LANDLORD / AGENT
LEASE END DATE	MONTHLY RENT
ASSIGNABLE IF YOU DIE?	AGREEMENT STORED AT

RESIDENTIAL LEASE

PROPERTY ADDRESS	LANDLORD / AGENT
LEASE END DATE	BOND PAID
AGREEMENT STORED AT	

EMPLOYMENT CONTRACT

EMPLOYER	POSITION
ENTITLEMENTS TO CLAIM	CONTRACT STORED AT

Your Other Agreements (cont.)

HR CONTACT

HR PHONE

VENDOR FINANCE (MONEY OWED TO YOU)

WHAT WAS SOLD

BUYER'S NAME

BUYER'S CONTACT

TOTAL SALE PRICE

AMOUNT STILL OWING

PAYMENT TERMS

FINAL PAYMENT DUE

AGREEMENT STORED AT

MONEY YOU'VE LENT: LOAN 1

BORROWER'S NAME

RELATIONSHIP

AMOUNT LENT

AMOUNT STILL OWED

REPAYMENT TERMS

WRITTEN AGREEMENT? (LOCATION)

Your Other Agreements (cont.)

MONEY YOU'VE LENT: LOAN 2

BORROWER'S NAME

RELATIONSHIP

AMOUNT LENT

AMOUNT STILL OWED

REPAYMENT TERMS

WRITTEN AGREEMENT? (LOCATION)

PRENUPTIAL / BINDING FINANCIAL AGREEMENT

DATE AGREEMENT MADE

OTHER PARTY

KEY TERMS

AGREEMENT STORED AT

SOLICITOR NAME

SOLICITOR PHONE

FRANCHISE AGREEMENT

FRANCHISE NAME

FRANCHISOR

WHAT HAPPENS WHEN YOU DIE

AGREEMENT STORED AT

Your Other Agreements (cont.)

OTHER AGREEMENT 1

TYPE OF AGREEMENT

PARTIES INVOLVED

KEY TERMS

STORED AT

OTHER AGREEMENT 2

TYPE OF AGREEMENT

PARTIES INVOLVED

KEY TERMS

STORED AT

NOTES: ANYTHING ELSE ABOUT YOUR AGREEMENTS