Eddy & Schein In-Home Administrators for Seniors helps manage your unique circumstances. A principal from our New York firm will visit you in your home or apartment, and coordinate personal, financial, legal and health insurance matters.

Eddy and Schein will organize all personal papers—mortgages, leases, wills, living wills, financial assets—and explain the administrative tasks that need to be accomplished.

Working with Eddy and Schein, you will be given private, one-on-one attention in your home. Together, we'll develop a plan to address your specific needs. And of course, your privacy is strictly guaranteed.

WHO CAN BENEFIT FROM OUR SERVICES? ANYONE WHO DOESN'T HAVE THE TIME, INCLINATION OR ABILITY TO MANAGE HIS OR HER OWN ADMINISTRATIVE AFFAIRS.

Eddy & Schein In-Home Administrators for Seniors has a primary focus on the needs of an aging population:

- Seniors who need help in organizing and streamlining tasks such as expense and revenue tracking, bill paying, health insurance claims management, or providing regularly required information to accountants and lawyers.
- Seniors who may or may not have an estate plan in place, but need to catalog assets and personal effects and coordinate and track philanthropic activity.

LIFE KEEPING, NOT JUST BOOKKEEPING

- Bill paying (including collecting and screening mail, organization of records, on-time payment, research and resolution of discrepancies)
- Computerization of financial records (past and/or current)
- Organization of family files (taxes, financial statements, mortgage papers, insurance papers, living wills, wills)
- Management of medical and other insurance (monthly bills, filing claims, tracking reimbursements)
- Coordination and relationship management with other professionals, such as lawyers, accountants, insurance agents, and financial planners or managers

OUR PROMISE: *Eddy & Schein In-Home Administrators for Seniors is dedicated to making life easier when it comes to managing your personal administrative matters. From simply gathering and paying your bills each month to performing a complete review of your financial and personal affairs, we provide exactly the help you need. Our service is reliable, private, and personal, and we protect your information as carefully as we protect our own.*

FOR MORE INFORMATION CALL [212] 987-1427
OR E-MAIL MAIL@EDDYANDSCHEIN.COM

REBECCA R. EDDY, M.B.A. [PARTNER]

REBECCA R. EDDY HAS AN M.B.A. from the Yale School of Management, and worked for several years at Moody's Investors Service. In addition, she has 25 years of experience working with finances and budgets for a wide variety of not-for-profit organizations and individual families. Ms. Eddy has developed and documented complete workflow and accounting systems for start-up organizations, has analyzed and resolved complex medical insurance billing issues, and has served as treasurer for numerous family trusts and not-for-profit boards.

For the past 15 years, she has helped senior citizens through personal financial consulting and counseling. Rebecca looks forward to using her vast and varied work history to help ease the frustrations of those who don't share her passion for facts and figures.

GIDEON Y. SCHEIN, M.B.A. [PARTNER]

AFTER RECEIVING HIS M.B.A. from Columbia University, Gideon Y. Schein worked as a consultant for national and international corporate clients, developing long-range business and marketing plans as well as performing asset valuation and market segment analyses. In addition to his corporate work, Mr. Schein has extensive experience working with not-for-profit arts organizations, in both developmental and creative roles.

For the past ten years, he has also worked as a financial service consultant for individual senior citizens. Working patiently to reduce the stress seniors often feel when confronted with today's high-tech, high-speed world, Mr. Schein helps his clients maintain a feeling of independence in their personal affairs.

It seems like every other day I get more financial statements, bills, solicitations, and who knows what else. What do I do with it all?

Just because I'm retired doesn't mean I'm helpless. But these "advisors" go through everything so darn fast. Doesn't anyone have time to make sure I understand?

It's time to rethink the shoebox filing system I've used for years. I bought a computer, but where do I go from here?

My father is going strong at 86, but he gets so confused about his insurance claim forms. With kids and a life of my own, though, I just don't have time to help him.

When Dad died, he left stacks of papers everywhere. We really could have used some help sorting through it all.

Ben always handled things when we were together, but now that we're separated, I need a refresher course on financial statements, insurance, IRAs, credit reports…the works!

I love donating to my favorite causes. But every group seems to solicit me several times a year. How can I keep track of who's received what so I can make sure I'm supporting everyone equally?

EDDY & SCHEIN

431 EAST 118TH STREET NO.1 NEW YORK, NY 10035-4318

TEL [212]987-1427 FAX [212]987-2463

E-MAIL MAIL@EDDYANDSCHEIN.COM

EDDY & SCHEIN

IN-HOME ADMINISTRATORS FOR SENIORS

Providing management and coordination of personal, financial, legal and health insurance matters

LIFE KEEPING,
NOT JUST BOOKKEEPING