

DUTIES OF THE ATTORNEY-IN-FACT

- 1.** When acting on behalf of the principal, the attorney-in-fact should sign the principal's name, then write by "the attorney-in-fact's name" followed by the letters P.O.A. (i.e., Keith P. Huffman, by Timothy K. Babcock, P.O.A.).
- 2.** The attorney-in-fact is not required to exercise the powers granted under the power of attorney or to assume control of or responsibility for any of the principal's property, care, or affairs regardless of the principal's physical or mental condition.
- 3.** The attorney-in-fact shall use due care for the benefit of the principal under the power of attorney.
- 4.** An attorney-in-fact shall exercise all powers granted under the power of attorney in a fiduciary capacity. In other words, the attorney-in-fact must act in the interest of the principal (the person granting the power of attorney), and not in his or her own interests.
- 5.** The attorney-in-fact shall keep complete records of all transactions entered into by the attorney-in-fact on behalf of the principal. The attorney-in-fact shall at all times be prepared to render an accounting of his or her actions.
- 6.** The power of attorney ceases at death of the principal.