

My Assets Log

Please store these details securely.
You may also wish to provide us with a sealed copy to place with your Will.

Name: -----

Address: -----

National Insurance
Number: -----

Tax Reference: -----

Date of Birth: -----

Key Contacts

Solicitor Name,
Address & Contact: -----

Accountant Name,
Address & Contact: -----

Doctor Name,
Address & Contact: -----

Tax Office Name,
Address & Contact:

Employer Name,
Address & Contact:

Others:

My Will

The original of my Will is held with:

The Will is dated:

The Will was drawn up by:

My Executors are:

Beneficiaries (name address and contact details):

Funeral Arrangements

The death of a loved one is in no doubt a very stressful time. We can lessen the stress for those we leave behind by making our wishes for our funeral known beforehand.

Below is a list of questions you may find helpful to complete so that your next of kin and loved ones know from the outset what your wishes are. But please remember, you do not need to answer any of them if you do not wish to.

1. Cremation or Burial?

Cremation Burial

If **Cremation**, are Your Ashes to be Interred or Scattered?

Interred Scattered

Where you would like to be **Buried** or where you like your **Ashes** to be **Interred** or **Scattered**? (Please be aware some legal restrictions may apply):

2. Service in Church? Yes No

If **yes**, which church?

3. The Service

Music at entry? Yes No

Hymns to sing? Yes No

If **yes**, list up to three:

- 1.
- 2.
- 3.

Reading? Yes No

If **yes**, please give details here:

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Music at exit? Yes No

Any other wishes or requests? Yes No

If **yes**, please give details here:

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Claiming the Transferable Nil Rate Band

When an individual who has been previously married or in a civil partnership dies, a claim can be made to transfer the nil rate band, where any part of it was unused, from the spouse or civil partner who died first.

The following documents will be needed to support such a claim. **Please record their location in this section.**

1. Copy of the Grant of Administration (Confirmation in Scotland) of the deceased spouse/civil partner:

2. Will of deceased spouse/civil partner:

3. Any Deed of Variation or disclaimer executed in respect of property inherited from a deceased spouse/civil partner:

4. Death certificate of deceased spouse/ civil partner:

Powers of Attorney

This section includes Lasting Powers of Attorney and Enduring Powers of Attorney.

Date made:

Name & Address of
Attorneys:

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Has the document been registered at the Office of the Public Guardian?
Yes No

My Assets

Please use this section to record any investments, savings, life assurance, stocks and shares and any other assets such as premium bond/national savings.

Bond/Unit Trusts Name	Investment Details	Plan or Account Number	Contact

ISAs	Investment Details	Plan or Account Number	Contact

Savings & Life Assurance Plans	Investment Details	Plan or Account Number	Contact

Stocks & Shares	Investment Details	Plan or Account Number	Contact

Other Assets e.g. Premium Bonds/National Savings	Investment Details	Plan or Account Number	Contact

Any additional information:

My Pension

Provider's Name and Address	Latest Pension Value	Plan Number	Contact

Any additional information:

My Property

Main Residence

Address	Approximate Value	Ownership	Outstanding Loan

Other Property

Address	Approximate Value	Ownership	Outstanding Loan

Any additional information:
