

PERSONAL INFORMATION PROFESSIONALS WITH WHOM YOU WORK Date **INVESTMENT ADVISOR ATTORNEY** Name Name _____ Name of Firm Name of Firm Date of Birth Address Address SSN____ Phone Number _____ Phone Number _____ Primary Home Address TAX RETURN PREPARER Secondary Home Address Name of Firm Address Email Address Phone Number Email Telephone Numbers **RETIREMENT PLANS** C _____ If you have a qualified retirement plan (i.e. 401k) at a current or former employer, what are the name and address of the employer? Citizenship Name _____ State of Residence Address ____



BANKING RELATIONSHIP		ACCESS TO DIGITAL INFORMATION	
Bank Name		What is your primary digital device? Where is it located? (i.e. laptop/cell)	
Contact Person	Phone No		
Are automatic deposits (i.e. social security) made to an account at this bank?	Are automatic payments made from an account at this bank?	What is the easiest way to find out the username and password for the device listed above?	
☐ Yes ☐ No	☐ Yes ☐ No		
LOCATION OF IMPORTANT PAPER	RS		
Name of Lawyer/Firm		Are your usernames/passwords in one location/device/file?	
In your Safe Deposit Box?	At Residence? ☐ Yes ☐ No	☐ Yes ☐ No	
If yes, where in residence?		Which location/device/file?	
In Client Portal?			
If yes, Credentials			
SAFE DEPOSIT BOX		If a device, what username/password can be used to gain access?	
Safe Deposit Box			
Location			
Who besides you has access to the SDB?		Other important digital information	
Where is your key to the SDB located?			
If there is a safe at your residence how can s	omeone find the combination?		



PRIMARY CARE PHYSICIAN		LIFE, DIS
Name		Insurance
Name of Practice/Hospital		
Address		Addrocc
Phone Number		DI N
SECONDARY PHYSICIAN		HOME
Name		Insurance
Name of Practice/Hospital		
Address		
Phone Number	Email	Phone Nur
HEALTH INSURANCE		NOTES
Type of Coverage	Identification No	
Location of where you can find my card(s)		
Health Insurance Co.	Phone No	
Address		
SECONDARY INSURANCE CARRIER		
Health Insurance Co.	Phone No	
Address		

SABILITY and/or LONG-TERM CARE Agent/Broker Name Company/Firm_____ mber _____ Email __ ___ DWNERS and/or UMBRELLA INSURANCE Agent/Broker Name_____ Company/Firm_____ mber _____ Email _____



FREQUENT FLYER MILES AND REWARD POINTS Airline _____ Rewards Number____ Rewards Number_____ Hotel _____ Rewards Number_____ Rewards Number Credit Card_____ Card or Rewards No. Credit Card_____ Card or Rewards No.

Other Important Information _____

CREDITOR INFORMATION	
Mortgage Lender	Account No
Name/Address of creditor	
Mortgage Lender	Account No
Name/Address of creditor	
	Account No
	Account No
Type of credit card	Account No
Name/Address of creditor	
Type of credit card	Account No
Name/Address of creditor	

Type of credit card______ Account No.____

Name/Address of creditor



BENEFITS

VETERANS — Survivors of a veteran should contact the local Veterans Administration Office regarding benefits. They should also contact the Veterans Service Officer for the country in which the veteran last resided to inquire about county and/or municipal allowances.				
Military Serial No				
Selective Service Number				
My discharge papers may be found				
SOCIAL SECURITY — Survivors should contact the local Social Security Office regarding payments that may be due.				
Social Security No				
My Social Security Card may be found				
PENSION — In the event you are receiving a pension or may be eligible for one at the time of your death, please complete the following				
Name of Pension Company				
Address				
Identification No				
Source of pension benefits (i.e. employer)				

FUNERAL, BURIAL AND CREMATION INSTRUCTIONS
Do you want to be cremated? ☐ Yes ☐ No Do you have a burial plot? ☐ Yes ☐ No Name/City/State of cemetery
If you have a burial plot, where is the deed located?
If you have written funeral, burial, and/or cremation instructions, where are they located?
Funeral Home you prefer
City and State
Have you prepaid for your Funeral? ☐ Yes ☐ No Burial? ☐ Yes ☐ No
I am registered as an organ donor. Please contact
NameTelephone No
Address

Note: If you are an organ donor, you must make sure your medical records held by all attending physicians and you must be kept alive on life support until the designated organs are removed. If you wish to be an organ donor and have not notified the proper authorities, you may express your request to your family members. It is best to do so in writing and make sure that each family member receives a copy. The original request should be kept in a fireproof container or given to your Executor/Alternate Executor.



FUNERAL ARRANGEMENTS

I would life the following person to take charge	e of the arrangements at the time of my death
Name	Telephone No
Address	
At the time of death, please notify the following	g people
Name	Telephone No
Address	
Name	_ Telephone No
Address	
Name	_ Telephone No
Address	
Name	_ Telephone No
Address	
Name	_ Telephone No
Address	

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