



What I own...  
...and where it is.

**KRD**

FINANCIAL  
ADVISERS  
LIMITED

Tailored Financial Planning & Advice

[www.krdfa.com](http://www.krdfa.com)

**This checklist is to help deal with your affairs should you lose mental capacity or die.**

**Also see**

gov.uk/lasting-power-attorney-duties  
gov.uk/wills-probate-inheritance  
citizensadvice.org.uk/family/death-and-wills/dealing-with-the-financial-affairs-of-someone-who-has-died/

**Your name**

**Address**

<b>NI no.</b>	<b>Date of birth</b>
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**Tax reference**

**Spouse/partner name**

**Address**

<b>NI no.</b>	<b>Date of birth</b>
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**Tax reference**

**Name of financial adviser/firm**

**Address**

<b>Contact no.</b>	<b>Email address</b>
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**Name of solicitor firm/contact**

**Address**

<b>Contact no.</b>	<b>Email address</b>
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**Name of accountant firm/contact**

**Address**

<b>Contact no.</b>	<b>Email address</b>
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<b>Where my will is held</b>	<b>Dated</b>
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**Executor 1**

**Executor 2**

**Medical contact**

**Other information such as medical research bequests, deeds, trusts, safe box access, computer codes.**

**Power of attorney**

<b>Made by</b>	<b>Name &amp; address of attorneys</b>	<b>Registered Yes/No</b>

Bank accounts (Single & Joint)

Bank name/address	Sort code	Account no.	Single or Joint

Credit cards

Name of credit card company	Account no.

Loans

Company	Account no.

My assets

Investment bond/UT (state name of platform if any)	Investment info	Plan no./Account no.	Single/Joint
ISA/LISA/etc. (state name of platform if any)	Investment info	Plan no./Account no.	Single/Joint
Savings & life assurance plans	Investment info	Plan no./Account no.	Single/Joint
Shares (state if on a platform)	Investment info	Plan no./Account no.	Single/Joint

## My assets (continued)

**My physical assets** e.g. art, jewellery, antiques

<b>Other assets</b> e.g. national savings	<b>Investment info</b>	<b>Plan no./ Account no.</b>	<b>Single/Joint</b>

## My inheritance tax (IHT) exempt assets

<b>Name</b>	<b>Type of shares</b> e.g. EIS/BPR company shares	<b>Date purchased or date business established</b>	<b>Date became IHT exempt</b>	<b>Date it might pay out</b> (back in estate for inheritance tax purposes)

## Trust that I am a beneficiary of & details of any inheritances received

<b>Name of donor &amp; your relationship to donor</b>	<b>Title of trust if applicable</b>	<b>Date gift or trust established</b>	<b>Do you have a copy of the trust deed?</b>	<b>Extent of interest in gift or trust</b> e.g. outright gift of cash, right to income etc.

My Pension

Provider (plus name of any platform)	Latest plan value £	Plan no.	Is it paying you an income? Yes/No

Notes

My main residence

Address

Approximate value £	Ownership Single/Joint
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Outstanding loan information

Holiday home

Address

Approximate value £	Ownership Single/Joint
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Outstanding loan information

Investment properties

Address

Approximate value £

Ownership Single/Joint

Outstanding loan information

Tenanted Yes/No

Rent information & name of any agent

Notes: e.g. where are deeds, tenancy agreements

Gifts made in the last seven years			
Date	Amount and/or asset	Recipient	Documentation e.g. trust deed, letter



**Beneficiary contact information**

**Name**

**Address**

**Contact information**

**Name**

**Address**

**Contact information**

**Name**

**Address**

**Contact information**

**Name**

**Address**

**Contact information**

**Name**

**Address**

**Contact information**

**Name**

**Address**

**Contact information**

Miscellaneous information e.g. organisations/clubs/charities

Name	Membership no.	Contact information

Other contacts e.g. utilities  
(attach a current list of standing orders and direct debits from each bank account)

Name	Account reference	Contact information

Additional information e.g. where items listed in this document are stored

Funeral arrangements

What type of service would you like?

Cremation Yes/No

If you plan on cremation would you like your ashes interred or scattered?

Burial Yes/No

Location of cemetery or crematorium

Location for any church or funeral service

Any other funeral arrangements or wishes?

Other things to attach

- ✓ will
- ✓ power of attorney
- ✓ copy of any certificates
- ✓ latest valuations
- ✓ record of gifts

Signed

Dated

What I own



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