



Avery Walters Solicitors

27 Harrogate Road

Chapel Allerton

Leeds, LS7 3PD

Date: _____

Personal Assets Log of _____
Address: _____

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

You should update this document annually or when your circumstances change.

This document includes both physical and digital assets.

PERSONAL DETAILS

Date and Place of Birth: _____

Maiden Name: _____

Occupation: _____

National Insurance Number: _____

Tax District/Ref Number: _____

Next of Kin: _____

Telephone Number: _____

My Original Will is Lodged with: **AVERY WALTERS ELLIS SOLICITORS** of 27 Harrogate Road, Chapel Allerton, Leeds LS7 3PD

Under Reference Number: ()

Date of Will: _____

Date(s) of any Codicil(s) _____

Name of Executor (1): _____

Address: _____

Telephone Number: _____

Name of Executor (2): _____

Address: _____

Telephone Number: _____

FUNERAL ARRANGEMENTS

You may wish to leave details of your plans and wishes for your funeral arrangements below.

Cremation or Burial? _____

If **Cremation**, are your ashes to be Interred or Scattered? _____

Where? _____

If **Buried**, where would you like to be buried? _____

Would you like a service in Church? **Yes** **No**

If **yes**, which church? _____

Would you like music at entry? **Yes** **No**

If **yes**, what song? _____

Would you like music at exit? **Yes** **No**

If **yes**, what song? _____

Would you like hymns to sing? **Yes** **No**

If **yes**, what hymn? _____

Would you like a reading? **Yes** **No**

If **yes**, what reading? _____

Any other wishes or requests?

DETAILS OF ASSETS AND LIABILITIES

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

SAVINGS & LIFE ASSURANCE PLANS	Investment Details	Plan or Account Number	Contact

ISAs	Investment Details	Plan or Account Number	Contact

BONDS & UNIT TRUSTS	Investment Details	Plan or Account Number	Contact

PENSIONS

PROVIDERS NAME AND ADDRESS	Latest Pension Value	Plan Number	Contact

PROPERTY

MAIN RESIDENCE	Approximate Value	Ownership	Outstanding Loan

OTHER PROPERTY	Approximate Value	Ownership	Outstanding Loan

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 are needed to support such a claim:

DOCUMENT	LOCATION
Copy of the Grant of Administration of the deceased spouse/civil partner	
Will of deceased spouse/civil partner	
Any Deed of Variation or disclaimer executed in respect of property inherited from a deceased spouse/civil partner	
Death certificate of spouse/civil partner	

POWERS OF ATTORNEY

Date made: _____

Name of Attorney: _____

Address: _____

Name of Attorney: _____

Address: _____

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

GIFTS MADE DURING LIFETIME

RECIPIENT	Date	Amount or Asset	Tax Year in which the Gift was Made

MISCELLANEOUS INFORMATION

DIGITAL ASSETS

Email Accounts

Home: _____

Work: _____

Security System Password: _____

Safe/Lockbox Location: _____

Combination: _____

FINANCIAL INSTITUTIONS

Bank Accounts

BANK NAME AND ADDRESS	Customer Number/Username	Password	ATM/Debit Card PIN

Credit Cards

CREDIT CARD COMPANY NAME AND ADDRESS	Account Number	ATM/Debit Card PIN

ONLINE ACCOUNTS

In the table below, please provide details for any email, retail, gaming, social networking, and instant messaging accounts and any other accounts you may have. Examples include:

Amazon	Netflix
Ancestry.com	PayPal
AOL Mail	Pinterest
<u>Apple ID</u> (covering iCloud, iTunes, the App Store etc)	PlayStation Network
Dropbox	Snapchat
eBay	Spotify
Facebook	Steam
<u>Google Accounts</u> (covering Gmail, Google Play, Google+, Google Drive, YouTube etc)	Tumblr
Instagram	Twitter
LinkedIn	WhatsApp
Microsoft Outlook/Hotmail	Xbox Live
	Yahoo
	Yelp

ACCOUNT	Username	Password	Comments/Instructions to your Personal Representatives

SUBSCRIPTIONS TO BE CANCELLED

DEVICES

Please provide details of any personal computers, laptops, mobile phones, and tablets:

DEVICE	Username	Password	Comments/Instructions to your Personal Representatives

INTELLECTUAL PROPERTY

Please provide details of any websites, writing, photographs, videos , artwork, or other intellectual property you own.

DESCRIPTION OF THE CONTENT AND ITS LOCATION	Username	Password	Comments/Instructions to your Personal Representatives

[illegible]

Avery Walters Ellis Solicitors is a trading style of Avery & Walters Limited, which is regulated by the Solicitors Regulation Authority (SRA Number 568943) and is governed by the Solicitors Code of Conduct
Registered office & correspondence: 27 Harrogate Road, Chapel Allerton, Leeds, LS7 3PD
Company Registration No. 08064623