



*One of the most useful exercises you can do is to complete a financial passport.*

A financial passport allows you to store all of the information relating to your finances in one place and is designed to capture all the essential information you will need. It will prove an indispensable reference resource for the management of your wealth, and it contains personal details that you will need to retain, so please remember to keep it safe. This document also sets out clearly for your loved ones, where everything financial can be found.

***NOTE: The below is an example of some of the information held within a Financial Passport which would be useful to store. Ensure that it is stored in a safe and secure location as the information within it is particularly sensitive.***

### *Information and assets of:*

Name:	
Address:	
Date of Birth:	
National Insurance Number:	
Unique Tax Reference (UTR):	

### *Will:*

Date:	
Location:	
Executor Name (1):	
Address (1):	
Executor Name (2):	
Address (2):	
Names of any potential beneficiaries or dependants:	

### *Lasting Power of Attorney (Health & Welfare):*

Attorney (1) Name: Address:	
Attorney (2) Name: Address:	
Attorney (3) Name: Address:	
Attorney (4) Name: Address:	

### *Lasting Power of Attorney (Property & Financial Assets):*

Attorney (1) Name: Address:	
Attorney (2) Name: Address:	
Attorney (3) Name: Address:	
Attorney (4) Name: Address:	

*Act in legal capacity:*

Nam of person(s) you are an executor for:	
Nam of person(s) you are an executor for:	

*Personal and professional advisors:*

Doctor's Name: Email: Telephone:	
Dentist's Name: Email: Telephone:	
Solicitor's Name: Email: Telephone:	
Investment Manager's Name: Email: Telephone:	
Accountant's Name: Email: Telephone:	
Bank Name: Email: Telephone:	
Financial Advisor's Name: Email: Telephone:	

## Assets:

Main Residence Address:  Telephone:	
Ownership Name:  Email:  Telephone:	
Mortgage Lender Name:  Email:  Telephone:	
Other properties (1)  Address: Telephone: Ownership: Mortgage Lender:	
Other properties (2)  Address: Telephone: Ownership: Mortgage Lender:	
Other properties (3)  Address: Telephone: Ownership: Mortgage Lender:	
Car (1)  Make, Model: Registration: VSC Location: Keys Location:	
Car (2)  Make, Model: Registration: VSC Location: Keys Location:	

*Investments:*

Investment Manager's Name: Email: Telephone:	
Ordinary Stock/Shares Managed by: Approximate Value:	
Fixed Interest Securities Managed by: Approximate Value:	
National Savings Type: Value:	
Unit Trusts Managed by: Approximate Value:	
Investment Bonds Managed by: Approximate Value:	
Loans Made Borrower: Date: Amount:	
Direct Debits Name: Date: Amount:	

## *Private Companies in which you have a shareholding*

Name:	
Holding %:	
Contact:	
Share of Business:	
Contact:	
Assets/Interests in Trust:	

## *Bank / Building Society Accounts*

Bank (1)  Account Number: Sort Code: Address / Contact:	
Bank (2)  Account Number: Sort Code: Address / Contact:	

## *Liabilities:*

Bank overdraft:	
Loans:	
Other liabilities:	

## *Contracts:*

HP/Loan:	
Life Insurance:	
Critical Illness cover:	
House insurance:	
Content insurance:	
Car insurance:	
Other general insurances:	

*Utilities and bills:*

Water:	
Gas:	
Electricity:	
Council tax:	
TV Licence:	
Phone/Internet/Cable:	

*Location of valuables*

Property Deeds:	
Contact:	
Stocks & Shares Certificates	
Pensions & Life Assurance policies	
Contracts (HP/Loan agreements)	
Safety deposit box and key	
Personal papers	
Passports:	
Bank statements:	
Birth certificate:	
Others (specify):	

## *Notification specified*

Employer Name: Telephone: Address:	
Pensions Name (1) Address:	
Pensions Name (2) Address:	
Standing orders & Direct Debits:	
Contracts (HP agreements):	
Trustees / Executors / Guardians:	
Honorary offices held:	
Debit cards/ Credit cards	
Do you act in legal nominated capacity for anyone else?	
Email account:	
Social media account(s):	
Other information:	