

PERSONAL PLANNING ASSET LOG

A practical way of tracking your personal affairs and planning for the future.



QualitySolicitors
Large & Gibson

Personal planning asset log

This document is designed to give you a practical way of tracking your personal assets, should you or your family and loved ones need to know this in the future. It is a useful tool for keeping up to date with your personal affairs and should be kept in a safe and secure place.

1. Your personal details

Name:	
Address:	
Date of birth:	N.I. number:
Occupation:	Telephone number(s):
Name and address of accountant (if applicable):	
Name and address of independent financial advisor (if applicable):	

Date last updated: _____

2. Bank/building society accounts

No.	Company name <i>(e.g. HSBC, Post Office, etc.)</i>	Account no. <i>(inc. sort code if applicable)</i>	Account type <i>(e.g. Current, Savings, ISA)</i>	Account balance	Is this account held jointly with someone else?	Date correct from
1						
2						
3						
4						
5						
6						
7						

3. Shares

No.	Company name <i>(e.g. Halifax, Marks & Spencer, etc.)</i>	Plan no.	Number of shares held	Current value	Are these shares held jointly with someone else?	Date correct from
1						
2						
3						
4						
5						

4. Life insurance

No.	Company name <i>(e.g. Prudential, etc.)</i>	Plan no.	Life / lives insured	Written in trust?	Estimated value on death	Nominated beneficiary?	Date correct from
1							
2							

5. Pension

No.	Provider <i>(e.g. Pension Services, Merseyside pension fund, former employer, etc.)</i>	Is there a death benefit?	Pension credit amount? <i>(if applicable)</i>	Any other benefits? <i>(e.g. widows pension)</i>	Date correct from
1					
2					
3					

6. House

No.	Address	Main residence?	Home insurance details	Current estimated value for the property?	Is there a mortgage? Who with? Balance outstanding?	Sole owner? Jointly held and who with?	Date correct from
1							
2							
3							

7. Other assets valued at £3,000 +

No.	Asset type <i>(e.g. jewellery, car, artwork, etc.)</i>	Estimated value at present?	Is the asset in storage? Where?	Is the asset mentioned in your will?	Do you own the asset outright?	Is the asset jointly held with someone else? Who?	Date correct from
1							
2							
3							
4							

8. Debts

No.	Name and address of creditor <i>(e.g. Halifax, Ford Motors, an individual, etc.)</i>	Type of debt <i>(e.g. bank loan, credit cards, car finance, etc.)</i>	Account number <i>(if applicable)</i>	Current outstanding balance	Estimated date for repayment of debt	Date correct from
1						
2						
3						

9. Legal documentation

No.	Document type <i>(e.g. will, LPA, Trust deed, etc.)</i>	Held with <i>(e.g. company name)</i>	Solicitor's name	Contact details	Last updated
1					
2					
3					
4					

Notes



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