

**Part II – Digital Asset Log**

This document is the second log in the **Plan for Life** series.

It is designed to give you a practical way of tracking your personal **digital** 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.

This document should be kept up to date and reviewed annually and upon any change in circumstance.

**1. Your personal details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name: |  | | | |
| Address: |  | | | |
| Date of  birth: |  | N.I. number: |  | |
| Occupation: |  | Telephone number(s): | |  |

**Date last updated:**

**Writing down log-in details and passwords may be a breach of the terms and conditions of your agreement with internet service providers.**

**Please check with your providers. Please store these details securely. Please review and update this log regularly (at least once a year)**

**Social Media**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| LinkedIn |  |  |
| Flickr |  |  |
| Instagram |  |  |
| Facebook |  |  |
| Twitter |  |  |
| Tumblr |  |  |
| Reddit |  |  |
| Blogs *(e.g. WordPress, ThinkPad)* |  |  |

**Google Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Gmail *(including details of Inactive Account Manager nominee)* |  |  |
| Google Play |  |  |
| Google+ |  |  |
| Google Drive |  |  |
| Google Docs |  |  |
| YouTube |  |  |

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| iTunes |  |  |
| iCloud |  |  |

**Apple Accounts**

**Microsoft Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Microsoft Outlook (Hotmail) |  |  |
| Microsoft OneDrive (SkyDrive) |  |  |

**Other Email Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Any other email accounts *(for example: Yahoo! Mail, Sky email, BT Internet email, AOL Mail)* |  |  |

**Other Web Storage Applications**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Amazon Cloud Drive |  |  |
| DropBox |  |  |

**Online Music Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Spotify |  |  |
| Any other online music accounts (for example: Beats Music) |  |  |

**Online Gaming**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Xbox live |  |  |
| PlayStation Network (PSN) |  |  |
| Other online gaming accounts (e.g. virtual worlds) |  |  |

**Online Gambling Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Any online gambling accounts *(for example: Bet Fred, William Hill, casino or poker accounts)* |  |  |

**Online Subscriptions**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Any online subscriptions – **Please cancel**  *(For example: newspapers, journals, magazines)* |  |  |

**Online Shopping Accounts**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Online credit or store accounts |  |  |
| Ebay |  |  |
| Other online auction accounts |  |  |

**Online Money**

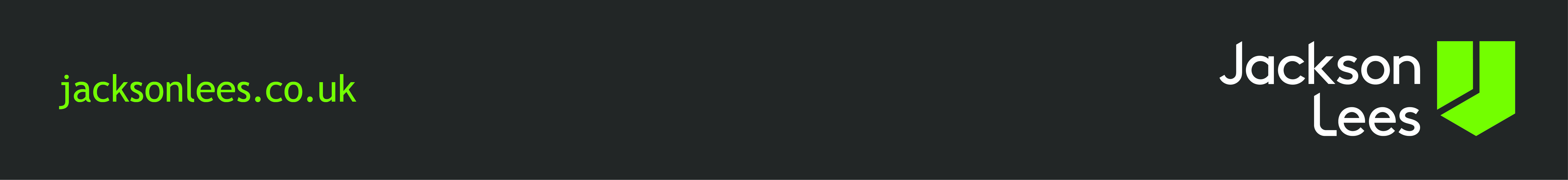
|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| Online bank accounts |  |  |
| Online banking details |  |  |
| PayPal |  |  |

**Devices**

|  |  |  |
| --- | --- | --- |
| **Asset** | **Log in details/passwords** | **Comments/Instructions to personal representatives** |
| PCs |  |  |
| Laptops |  |  |
| Mobile phones |  |  |
| Tablets (for example: iPads, Kindles, Google Tabs) |  |  |

****

**T: 0151 282 1700 | E: enquiry@jacksonlees.co.uk | jacksonlees.co.uk**

****