

**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): | | |

**2. Bank/building society accounts**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Company name** *(e.g. HSBC, Post Office, etc.)* | **Account no.** *(inc. sort code if applicable)* | **Account type** *(e.g. Current, Savings, ISA)* | **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** *(e.g. Halifax, Marks & Spencer, etc.)* | **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** *(e.g. Prudential, etc.)* | **Plan no.** | **Life / lives insured** | **Written in trust?** | **Estimated value on death** | **Nominated beneficiary?** | **Date correct from** |
| 1 |  |  |  |  | £ |  |  |
| 2 |  |  |  |  | £ |  |  |

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

**5. Pension**

**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** *(e.g. jewellery, car, artwork etc.)* | **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** *(e.g. Halifax, Ford Motors, an individual etc.)* | **Type of debt** *(e.g., bank loan, credit cards, car finance, etc.)* | **Account number** *(if applicable)* | **Current outstanding balance** | **Estimated date for repayment of debt** | **Date correct from** |
| 1 |  |  |  | £ |  |  |
| 2 |  |  |  | £ |  |  |
| 3 |  |  |  | £ |  |  |

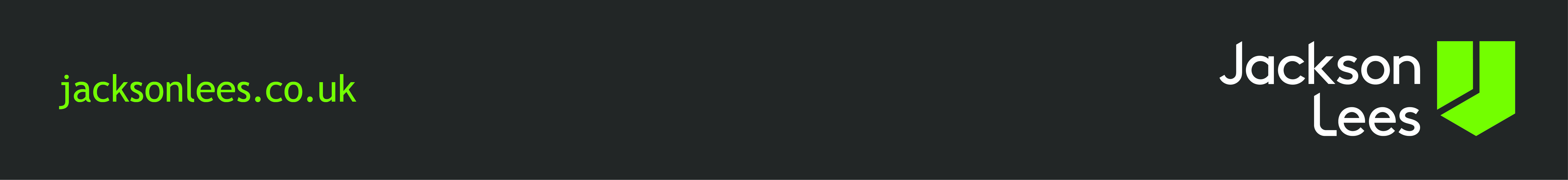
**9. Legal documentation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Document type** *(e.g. will, LPA, Trust deed etc.)* | **Held with** *(e.g. company name.)* | **Solicitor’s name** | **Contact details** | **Last updated** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

**Notes**

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