



Vanguard®

Your Personal Financial Inventory

For documenting your family's important financial information

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Use this document to record your family's important financial information. Store it in a safe place, and be sure to tell your executor or personal representative where to find it. Please note that this document is for your own personal use and should not be returned to Vanguard.

Revised: __ / __ / ____

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I. Assets

Bank and credit union accounts

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Bank name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

Investment accounts

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

Retirement accounts

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Primary beneficiary |
| Secondary beneficiary |

Education accounts

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

| |
|--------------------------------|
| Company name |
| Account type |
| Account number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Beneficiary |

Tangible property

(Collectibles, stock and bond certificates, real estate, automobiles, etc.)

| |
|---------------|
| Type of asset |
|---------------|

Location and other important information

| |
|---------------|
| Type of asset |
|---------------|

Location and other important information

| |
|---------------|
| Type of asset |
|---------------|

Location and other important information

| |
|---------------|
| Type of asset |
|---------------|

Location and other important information

| |
|---------------|
| Type of asset |
|---------------|

Location and other important information

II. Liabilities

Mortgages and home equity loans

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

Motor vehicle loans

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

Personal loans

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

| |
|--------------------------------|
| Lender name |
| Loan number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Terms |

Credit cards

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

| |
|--------------------------------|
| Company name |
| Account owner |
| Account number |
| Phone <i>area code, number</i> |
| Website |
| Other pertinent information |

III. Insurance

Life insurance policies

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Owner |
| Insured |
| Primary beneficiary |
| Secondary beneficiary |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Death benefit |
| Policy type |

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Owner |
| Insured |
| Primary beneficiary |
| Secondary beneficiary |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Death benefit |
| Policy type |

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Owner |
| Insured |
| Primary beneficiary |
| Secondary beneficiary |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Death benefit |
| Policy type |

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Owner |
| Insured |
| Primary beneficiary |
| Secondary beneficiary |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Death benefit |
| Policy type |

Health insurance policies

| | | | |
|--------------------------------|--------------|---------------|---------|
| Health | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Dental | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Vision | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Long-term care | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Medicare | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Supplementary | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

| | | | |
|--------------------------------|--------------|---------------|---------|
| Prescription drug | Policyholder | Policy number | Company |
| Phone <i>area code, number</i> | | Website | |

Motor vehicle insurance policies

| |
|--|
| Insurance company |
| Policy number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Insured vehicle(s) make/model or description |

| |
|--|
| Insurance company |
| Policy number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Insured vehicle(s) make/model or description |

Homeowners insurance policies

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Insured property |

| |
|--------------------------------|
| Insurance company |
| Policy number |
| Contact person |
| Phone <i>area code, number</i> |
| Website |
| Insured property |

IV. Other information

Locations of important documents

| |
|------------------------------|
| Adoption papers |
| Birth certificates |
| Burial instructions |
| Cemetery deed |
| Divorce papers |
| Employee benefits |
| Loan documents |
| Marriage certificate |
| Military discharge papers |
| Passport |
| Prenuptial agreement |
| Real estate titles and deeds |
| Rental property leases |
| Safe combination |
| Safe-deposit box and keys |

| |
|-------------------------|
| Social Security records |
| Tax returns |
| Title insurance |
| Miscellaneous |

Estate planning documents

| |
|-------------------|
| Wills |
| Trust agreements |
| Power of attorney |
| Living will |
| Financial records |

Insurance policies

| |
|------|
| Home |
| Auto |
| Life |

Contact list

| | |
|--|--------|
| Accountant name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|--|--------|
| Attorney name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|--|--------|
| Employer name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|--|--------|
| Executor name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---|--------|
| Insurance agent name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|--|--------|
| Investment manager name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---|--------|
| Primary physician name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---|--------|
| Trustee name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---|--------|
| Power of attorney name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---|--------|
| Health care proxy name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

Other contacts

| | |
|---------------------------------|--------|
| Name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---------------------------------|--------|
| Name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---------------------------------|--------|
| Name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

| | |
|---------------------------------|--------|
| Name <i>first, middle, last</i> | |
| Street | |
| City, state, zip | Phone |
| Fax | E-mail |

Funeral arrangements

| | |
|-------------------------------|----------------|
| Funeral home | |
| Street | |
| City, state, zip | |
| Phone | Contact person |
| Fax | E-mail |
| Special requests/instructions | |



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