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Legacy Ledger



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Introduction

Thinking about the end of your life is something most of us naturally avoid. It's uncomfortable and easy to put off. Being organised and preparing important information about your legacy in advance can simplify the process for your loved ones at a time when they are coping with grief.

That's why we've created a practical and easy-touse document to help ease that burden. The Legacy Ledger is designed to capture key information about your financial and household matters to ease the process for those left behind.

Here are some things to bear in mind when completing the Legacy Ledger:

The importance of legal advice

The Legacy Ledger is not a legal document and cannot replace a Will or Power of Attorney; these documents should be completed separately. While it's designed to capture some of your wishes and preferences, these are not legally binding, so it's important that you seek legal advice to arrange a Will and Power of Attorney.

Go at your own pace

The document isn't something you need to complete in one sitting. Take your time. You might find it helpful to tackle one section at a time. If you feel comfortable, consider discussing your plans with someone close to you, such as your financial adviser or a close family member. Their perspective might help clarify your own thoughts.

Keep it up to date

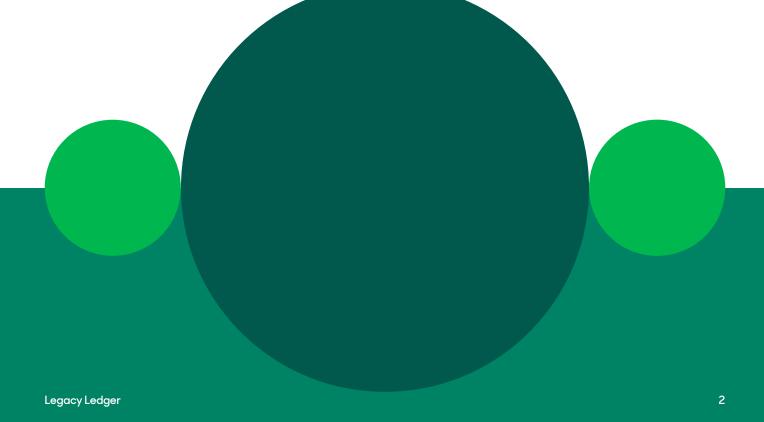
Your Legacy Ledger should be reviewed and kept up to date, perhaps annually, to ensure that the information contained in it remains accurate.

Keep it secure

The details you'll be recording are personal and sensitive. Whether you're storing the organiser physically or digitally, make sure it's kept in a secure location. A locked drawer, safe, or password-protected file are all good options.

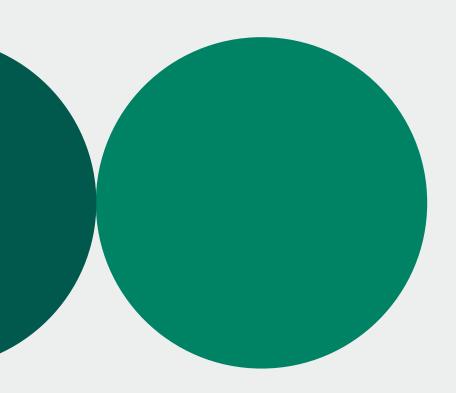
Make sure someone knows

It's crucial that at least one trusted person knows that the Legacy Ledger exists and where to find it. You might even want to share a copy with them, so they're prepared when the time comes.



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Post-death timeline





- Register the death within 5 days (8 days in **Scotland**)
- Obtain multiple death certificates
- Check organ donation wishes
- Notify close family and friends

Week 1-2

- Check for pre-paid funeral plans or wishes and start arranging the funeral
- Locate the Will and other legal documents
- Notify important contacts, banks, insurance companies, employer and pension providers etc
- Redirect post via Royal Mail if necessary

→ Week 3 - 4

- Contact the executor(s) to apply for legal authority to manage the estate
- England, Wales and N. Ireland Apply for Grant of Probate (if there is a Will) or Letters of Administration (if not). Scotland - Apply for Confirmation through the Sheriff Court
- Notify HMRC, DWP, DVLA and passport office etc using the "Tell us once" service
- Cancel or transfer utilities and subscriptions

Month 2-3

- Value the estate, identifying all assets and liabilities
- Claim life insurance or death benefits

Month 4 & beyond

- Pay inheritance tax by the end of the sixth month to avoid paying interest
- Grant of Probate issued
- Settle outstanding debts and bills
- Distribute assets according to the Will or intestacy laws (succession laws in **Scotland**)

Primary details

Name	
Date of birth	National insurance number
Passport number	Driving licence number
Organ donor	Yes No NHS number
Date Legacy Ledger co	ompleted
Important contac	ets
Next of kin	
Name	
Address	
Email	
Phone number	
Financial Adviser	
Name	
Address	
Email	
Phone number	
Accountant	
Name	
Address	
Email	
Phone number	

Important contact	ts - cont.
Solicitor	
Name	
Address	
Email	
Phone number	
Doctor	
Name	
Address	
Email	
Phone number	
Employer	
Name	
Address	
Email	
Phone number	
Others	
Name	
Address	
Email	
Phone number	





Will and Power of Attorney



My Will	
My Will is located	
My Will is dated	
My Executor(s) are:	
Executor 1	
Name	
Address	
Email	
Phone number	
Executor 2	
Name	
Address	
Email	
Phone number	
Executor 3	
Name	
Address	
Email	
Phone number	

Powers of Attorney		
My Power of Attorney is located		
My Power of Attorney is dated		
It has been registered v	with the Office of the Public Guardian Yes No	
My Attorneys are:		
Attorney 1		
Name		
Address		
Email		
Phone number		
Attorney 2		
Name		
Address		
Email		
Phone number		
Attorney 3		
Name		
Address		
Email		
Phone number		



Funeral wishes



There are several things to consider when thinking about your funeral, so use this section to outline your preferences. Here are some things to consider:

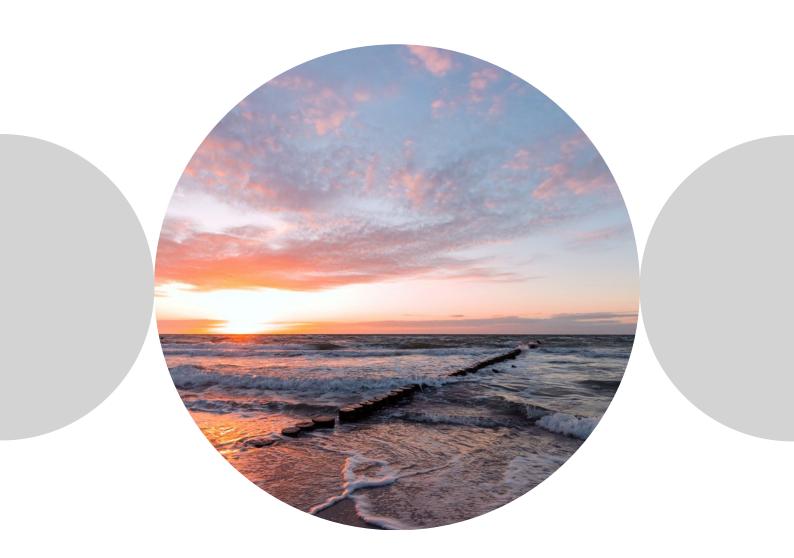
- Would you prefer a burial or cremation?
- Would you rather opt for a direct cremation or burial with no service?
- If you do want a funeral, what kind of service feels right religious, humanist, secular, or something else?
- Is there a **specific cemetery** or **burial ground** you have in mind?
- If choosing cremation, what would you like done with your ashes?
- Are there any **specific readings, music,** or **prayers** you'd like included?
- Who would you like to be **invited to the funeral**?
- Would you like **flowers** at your funeral? If so, what kind?
- Is there a particular **venue for the wake** you'd prefer?
- Would you like **donations** to be made to any charities in your memory?

My funeral wishes:		

Savings and investments

Bank and savings	accounts
Account 1	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No
Account 2	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No
Account 3	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No
Account 4	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No

Bank and saving	s accounts - cont.
Account 5	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No
Account 6	
Bank	
Sort code	Account number
Phone number	
Jointly owned?	Yes No



Investments

Outline any investments that you hold such as ISAs, bonds, investment accounts or direct shareholdings and the details of the share registrar, if applicable.

*Please contact my financial adviser in the first instance regarding these investments.

Investment 1	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Investment 2	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Investment 3	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	

Investments - cor	nt.
Investment 4	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Investment 5	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Investment 6	
Type of investment	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	



Pensions

My state pension is in p	My state pension is in payment Yes No	
*Please contact my fin	*Please contact my financial adviser in the first instance regarding these pensions	
Pension 1		
Type of pension		
Provider		
Account number		
Phone number		
Financial adviser managed*		
Pension 2		
Type of pension		
Provider		
Account number		
Phone number		
Financial adviser managed*		
Pension 3		
Type of pension		
Provider		
Account number		
Phone number		
Financial adviser managed*		

Pension 4	
Type of pension	
Provider	
Account number	
Phone number	
Financial adviser managed*	
Pension 5	
Type of pension	
Provider	
Account number	
Phone number	
Financial adviser managed*	
Pension 6	
Type of pension	
Provider	
Account number	
Phone number	
Financial adviser managed*	

Other assets





Detail any other assets such as property, vehicles, jewellery or artwork.

Asset 1	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	
Asset 2	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	
Asset 3	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	

Asset 4	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	
Asset 5	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	
Asset 6	
Asset	
Location of asset	
Approximate value	
Jointly owned?	Yes No
Additional notes	

Potential trust entitlements

Outline if you are the beneficiary or potential beneficiary of any trusts.

Trust 1		
Name of trust		
Absolute benefic	ary Discretionary beneficiary	
Entitlement to ca	pital Entitlement to income Both	
Trustee		
Name		
Address		
Phone number		
Financial adviser		
Name		
Address		
Phone number		
Trust 2		
Name of trust		
Absolute benefic	iary Discretionary beneficiary	
Entitlement to ca	pital Entitlement to income Both	
Trustee		
Name		
Address		
Phone number		
Financial adviser		
Name		
Address		
Phone number		

Borrowings



Please detail any credit cards, loans, finance arrangements and mortgages.

*Please contact my financial adviser in the first instance regarding these borrowings.

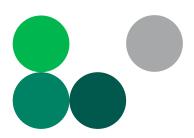
Borrowing 1	
Type of borrowing	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Borrowing 2	
Type of borrowing	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	
Borrowing 3	
Type of borrowing	
Provider	
Account number	
Phone number	
Jointly owned?	Yes No
Financial adviser managed*	

General insurances

Please outline any home, car or other general insurances.

*Please contact my financial adviser in the first instance regarding these insurances.

Insurance 1	
Type of insurance	
Provider	
Account number	
Phone number	
Financial adviser managed*	
Insurance 2	
Type of insurance	
Provider	
Account number	
Phone number	
Financial adviser managed*	
Insurance 3	
Type of insurance	
Provider	
Account number	
Phone number	
Financial adviser managed*	



Life insurances





Please outline any type of life insurance including whole of life, term insurance, mortgage protection, funeral plans or death in service with an employer.

*Please contact my financial adviser in the first instance regarding these insurances.

Insurance 1	
Type of insurance	
Provider	
Account number	
Sum assured	£
Phone number	
Jointly owned?	Yes No
In trust?	Yes No
Financial adviser managed*	
Insurance 2	
Type of insurance	
Provider	
Account number	
Sum assured	£
Phone number	
Jointly owned?	Yes No
In trust?	Yes No
Financial adviser managed*	

Lifetime gifts



Please keep an ongoing record of any gifts or transfers of value made to any individuals, charities, trusts or organisations.

*Please contact my financial adviser in the first instance regarding these gifts.

Lifetime gift 1	
Date of gift	
Recipient name	
Recipient address	
Description of gift	
Value of gift	£
Financial adviser managed*	
Lifetime gift 2	
Date of gift	
Recipient name	
Recipient address	
Description of gift	
Value of gift	£
Financial adviser managed*	

Lifetime gift 3	
Date of gift	
Recipient name	
Recipient address	
Description of gift	
Value of gift	£
Financial adviser managed*	
Lifetime gift 4	
Date of gift	
Recipient name	
Recipient address	
Description of gift	
Value of gift	£
Financial adviser managed*	
Lifetime gift 5	
Date of gift	
Recipient name	
Recipient address	
Description of gift	
Value of gift	£
Financial adviser managed*	

Regular gifts

Please keep an ongoing record of any gifts or transfers of value made to any individuals, charities, trusts or organisations.

*Please contact my financial adviser in the first instance regarding these gifts.

Regular gift 1	
Date gifting commenced	
Recipient name	
Recipient address	
Date gifting stopped	
Value of gift	£
Frequency	
Financial adviser managed*	
Regular gift 2	
Date gifting commenced	
Recipient name	
Recipient address	
Date gifting stopped	
Value of gift	£
Frequency	
Financial adviser managed*	



Regular gift 3	
Date gifting commenced	
Recipient name	
Recipient address	
Date gifting stopped	
Value of gift	£
Frequency	
Financial adviser managed*	
Regular gift 4	
Date gifting commenced	
Recipient name	
Recipient address	
Date gifting stopped	
Value of gift	£
Frequency	
Financial adviser managed*	
Regular gift 5	
Date gifting commenced	
Recipient name	
Recipient address	
Date gifting stopped	
Value of gift	ε
Frequency	
Financial adviser	

Utilities and subscriptions

Please outline the details of any utility providers, including gas, electricity, water, council tax, mobile phone, TV, broadband, landline telephone and any other subscriptions such as digital services, newspapers and magazines etc.

Utility / subscription 1	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 2	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 3	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 4	
Type of utility / subscription	
Provider	
Account number	
Phone number	

Utility / subscription 5	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 6	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 7	
Type of utility / subscription	
Provider	
Account number	
Phone number	
Utility / subscription 8	
Type of utility / subscription	
Provider	
Account number	
Phone number	



Clubs and societies

Outline details of any clubs or societies that you are a member of.

Club / Society 1	
Club / Society name	
Address	
Phone number	
Is this a paid for subscription?	Yes No
Club / Society 2	
Club / Society name	
Address	
Phone number	
Is this a paid for subscription?	Yes No
Club / Society 3	
Club / Society name	
Address	
Phone number	
Is this a paid for subscription?	Yes No



Digital legacy

Your digital legacy includes all the information and digital assets that you've created or stored online. As technology becomes more integrated into our lives, it's increasingly important to consider what happens to physical devices such as laptops and phones as well as digital elements after you're gone. Whether you have music libraries, blogs, cloud photo albums, or social media accounts, documenting your wishes ensures they're handled according to your preferences.

Use the space below to list all your online accounts, along with the associated usernames or email addresses. For each account, note what you'd like to happen—whether it should be memorialised, passed on to someone (e.g., giving access to a family photo archive), or closed.

Digital legacy 1	
Online account / social media site / device	
Username	
Email address	
How do you want the account to be managed?	Memorialised Passed on Closed
Who do you want to manage the account?	
Digital legacy 2	
Online account / social media site / device	
Username	
Email address	
How do you want the account to be managed?	Memorialised Passed on Closed
Who do you want to manage the account?	



Digital legacy 3	
Online account / social media site / device	
Username	
Email address	
How do you want the account to be managed?	Memorialised Passed on Closed
Who do you want to manage the account?	
Digital legacy 4	
Online account / social media site / device	
Username	
Email address	
How do you want the account to be managed?	Memorialised Passed on Closed
Who do you want to manage the account?	
Digital legacy 5	
Online account / social media site / device	
Username	
Email address	
How do you want the account to be managed?	Memorialised Passed on Closed
Who do you want to manage the account?	



Pets





Please outline your instructions for your pets.					
Additional notes					
Add anything else of importance that you want your loved ones to know about your legacy.					

Additional notes



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