

Beneficiary information workbook

Use this workbook to bring together relevant details about the beneficiaries of your accounts and policies to help continue your legacy.

Owner Name:	Date:
Financial Representative:	

Individual retirement accounts

Account 1	Account 2
Financial institution	Financial institution
Phone	Phone
Website	Website
User / Password	User / Password
Account	Account
Check one: Traditional IRA Roth IRA other	Check one: Traditional IRA Roth IRA other
Beneficiary 1	Beneficiary 1
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent
Beneficiary 2	Beneficiary 2
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent

Company-sponsored retirement plans

Account 1		Account 2	
Employer		Employer _	
Beneficiary 1		Beneficiary 1	
Name		Name	
		-	
		-	
Phone		Phone _	
Share %		Share % _	
Check one: Pr	imary Contingent	Check one: Prin	mary Contingent
Beneficiary 2		Beneficiary 2	
Name		Name _	
		Address _	
		_	
		_	
Phone		Phone _	
Date of birth		Date of birth _	
Check one: Pr	imary Contingent	Check one: Prin	mary Contingent

Investment accounts

Account 1	Account 2
Financial institution	Financial institution
Phone	Phone
Website	Website
User / Password	User / Password
Account	Account
Check one:	Check one:
Beneficiary 1	Beneficiary 1
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent
Beneficiary 2	Beneficiary 2
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent

Life insurance

Account 1	Account 2
Insurance company	Insurance company
Policy type	Policy type
Phone	Phone
Website	Website
User / Password	User / Password
Account	Account
Beneficiary 1	Beneficiary 1
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent
Beneficiary 2	Beneficiary 2
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent

Annuities

Account 1	Account 2
Insurance company	Insurance company
Policy type	Policy type
Phone	Phone
Website	Website
User / Password	User / Password
Account	Account
Beneficiary 1	Beneficiary 1
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent
Beneficiary 2	Beneficiary 2
Name	Name
Address	Address
Phone	Phone
Email	Email
Date of birth	Date of birth
Social Security	Social Security
Relationship	Relationship
Share %	Share %
Check one: Primary Contingent	Check one: Primary Contingent

Savings accounts

Account 1		
Financial institution	Beneficiary name	
Account number		
Check one: Personal savings College savings plan		
Account 2		
Financial institution	Beneficiary name	
Account number		
Check one: Personal savings College savings plan		
Account 3		
	Beneficiary name	
Financial institution		
	Date of birth	
Financial institution	Date of birth Social Security	
Financial institution	Date of birth Social Security	
Financial institution	Date of birth Social Security	
Financial institution	Date of birth Social Security	
Financial institution	Date of birth Social Security	
Financial institution	Date of birth Social Security Address	
Financial institution	Date of birth Social Security Address Beneficiary name	
Financial institution	Date of birth Social Security Address Beneficiary name Date of birth	
Financial institution	Date of birth Social Security Address Beneficiary name Date of birth Social Security	
Financial institution	Date of birth Social Security Address Beneficiary name Date of birth Social Security	
Financial institution	Date of birth Social Security Address Beneficiary name Date of birth Social Security	

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