

MY FAMILY SHOULD KNOW



MY FAMILY



Mobile / Phone (Self) :	
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READY REFERENCE:

		Name	Office Address	Residence Address	Mobile/ Contract Number
Α	Family Doctor				
В	Financial Planner				
С	Tax Consultant				
D	Insurance Agent				
E	Stock Broker				

DOCUMENT DETAILS:

	Name	Number	Expiry Date
A	Passport		
В	Driving license		
С	Credit Cards / ATM Cards		
D	Club Membership Professional Others		
E	Vehicle Details		
E	Income Tax PAN No.		
E	Aadhar Card		



LOCATION OF IMPORTANT DOCUMENTS

А	Personal Will	
В	Spouse's Will	
C	Insurance Policies	
D	Invest. Papers	
E	Property Records	
F	Birth Certificate	
G	Marriage Certificate	
Н	Domicile Certificate	
ı	Important Agreements	
J	Other Important Papers	

INSURANCE - LIC POLICY DETAILS

Sr. No.	Name/ Nominee	Policy No./ Issuing Office	Amt. Insured	Issue Date/ Maturity Date	Table & Term	Premium	Remarks
A				Date Of Last Payment Date Of Maturity			
В				Date Of Last Payment Date Of Maturity			
C				Date Of Last Payment Date Of Maturity			



MEDI CLAIM POLICY DETAILS

Sr. No.	Name & Type of Policy	Policy No./Previous Policy No.	Amt. Insured	Issue Date/Maturity Date	Premium	Remarks
1	Floater Policy					
2						

VEHICLE INSURANCE POLICY DETAILS

Sr. No.	Name/Vehicle	Policy No./Issuing Office	Amt. Insured	Issue Date/Maturity Date	Premium	Remarks
1	Reg. No.			Valid till		
	Model Name & No.					
	Engine No.					
	Chassis No.					
	Mfg Yr.					
	CC-					
	Nominee-					
	Agent Name & Mobile No.					
2						
3						

FIRE / BURGLARY INSURANCE DETAIL

Sr. No.	Name of the Property / Nominee	Policy No./ Issuing Office	Amt. Insured	Risks Covered	Issue Date/Maturity Date	Premium (Rs.)	Remarks
1							
2							



BANK ACCOUNTS

Bank Name	Branch	Type of Account	Operating Instructions	Nominee/s	Specimen Signature

FIXED DEPOSIT / RECURRING DEPOSIT / COMPANY DEPOSIT

Bank / Company Name & Branch	Type of Dep. (SDR / FDR / RD)	FDR No.	Date of Dep.	Fvg.	Amt. (Rs.)	Due Date	Op. Inst.	Nominee/s	Specimen Signature	Loan / OD availed



Mutual Funds

Folio Number	Name of Fund	Applicant	Nominee	Total Amount Invested

Mission – We are on a Mission to Educate People about Financial Literacy and Empower them to Live a Financially Confidence and Stress-Free Life Through OurFreedom Money Management Process.



SHARES/UNITS/DEBENTURES/BONDS: Standing in own name or Jointly with

Company	No. of Shares	Demat A/c. No.	Demat Bank details	Demat Statement location	Held Singly / Jointly

LOCKERS

Bank Name & Branch	Locker No.	In the Name of	Code	Rent (Rs.)	Rent Renewal Date	Nominee	Contents



PUBLIC PROVIDENT FUND (PPF)

Bank Name & Branch	Fvg.	PPF A/c. No.	Maturity Date	Nominee/s

PENSION A/C.

Bank Name & Branch	Type of Account & Pension A/c. No.	Operating Instructions	Pension Payment Order No.	Nominee/s	Due Date for Live Certificate	Signature

ATM / DEBIT CARD DETAILS

Sr. No.	Name	SB A/c. No. / Bank & Branch	ATM / Debit Card No.	Issue Date	Valid Thru	CVV No.	Remarks
1							
2							
3							
4							
5							
6							
7							

CREDIT CARD DETAILS

Sr. No.	Name	Bank's Name	ATM / Credit Card No.	Valid From	Valid Thru	CVV No.	Remarks / T-Pin
1							
2							
3							
4							
5							



PANCARD DETAILS

Sr. No.	Name	Father's/ Husband Name	PANCARD No./Issue Dt.	Contact Details
1				
2				
3				
4				

PASSPORT DETAILS

Sr. No.	Name	Passport No.	Issue Date	Expiry Date	Issuing Authority	Previous Passport Details

ELECTRICITY DETAILS

Sr. No.	Name	House Details	Meter No.	Customer No.	Deposit Rs.	Remarks
1						
2						

GAS PIPE LINE DETAILS

Sr. No.	Name	House Details	Meter No/Route No	Consumer No/Khata No.	Deposit Rs.	Remarks	
1							

GAS CYLINDER AGENCY SERVICE DETAIL

Sr. No.	Name	House Details	Consumer No.	IOC Serial No.	Deposit Rs.	Remarks	
1							



LAND LINE DETAILS

Sr. No.	Name	House Details	Phone No.	Customer ID/Account No.	Deposit LL/ Broad Band Wi FI Rs.	Remarks
1						

DRIVING LICENSE DETAILS

Sr. No.	Name	Driving License No. / Licencing Authority	Issue Date/CD0I	Valid Details / Valid From	Valid Till	Remarks / Blood Group
1						
2						
3						
4						

RATION CARD DETAILS

Sr. No.	Name	Ration Card No./ Issuing Authority	Issue Date	Remarks
1				
2				
3				
4				

AADHAR CARD - UID DETAILS

Sr. No.	Name	Aadhar Card No./ Enrollment No.	Issue Date	Remarks
1				
2				
3				
4				



ELECTION IDENTITY CARD - DETAILS

Sr. No.	Name	Father's/Husband's Name	Identity Card No.	Issue Date
1				
2				
3				
4				

HOUSE PROPERTY

Property Detail & standing in the name of:	How acquired (Inherited / Loan) Bank Loan Detail: Loan Amt. Inst. Amt. O/s. Amt.	Registration No. / Share Certificate No	Nominee if any	Property Card No. and valid upto	House Tax (Rs.)	Next Due Date of House Tax	Ins. Policy No., Amt. & Due Date	Risk/s covered	Mortgage with Bank Name & Branch / Place of Docs.

HOUSE TAX DETAILS

Sr. No.	Name	House Details	Census No.	Property Identification No. (PIN)	Construction Sq. Mtrs.	Remarks
1						
2						

INCOME TAX

Permanent Account No.	Ward No. and Office Address	Last Return Filed	File No.



WILL:
My will is executed on :
Copy of the will is kept at :

POWER OF ATTORNEY

- ★ Power of Attorney executed for Wife/Son/Others
- ★ My Power of Attorney is
- ★ Deed Executed on
- **★** Details kept in File No.

MY DEBT / LIABILITIES

(a) I am guarantor of Mr.

Give complete details:

- 1.
- 2.
- **(b)** I have borrowed from : (Give compete details)
- (c) Other Liabilities

