**Suggestions for THE Master List**

1. Your insurance policies and insurance agents
2. Employee benefits and phone numbers of the office that handles them
3. Bank accounts and any particular banker that you deal with
4. Where to find the safe-deposit box and keys
5. Where you keep your will or living trust and the name of the lawyer who drew it up
6. Your executor or trustee
7. Where your other trust documents are
8. Where all your personal papers are
9. Your brokers or investment advisers
10. Your accountant
11. Where to find your securities and retirement accounts
12. Where your tax records are
13. What properties you own and where the deeds are
14. Your social security number and that of every family member
15. Your very important computer passwords
16. Where you’ve hidden your home safe and what the combination is
17. Where you keep your emergency flight bag, it you have one
18. A list of all your credit cards – account numbers and emergency telephone numbers in case your wallet gets stolen and you have to cancel them
19. Where your last wishes file is
20. Photocopy of everything in your wallet: IDs, health insurance card