

The family inventory



Wealth Management



RBC Wealth Management

RBC Wealth Management[®] provides comprehensive services designed to address your multifaceted financial concerns, simplify your life, give you the freedom to pursue your other priorities and provide you with the confidence that your goals will be achieved.

Whether you need assistance managing your family's wealth, maximizing your business investments or providing stewardship for non-profit assets, RBC Wealth Management brings together the solutions you need in key areas such as financial planning, private banking, investment management and estate and trust services.

Tailored to your individual needs by your RBC[®] advisor, RBC Wealth Management provides the specific services you need, today and in the future. Your RBC advisor, supported by a team of specialists, helps you address your various wealth management needs through each stage of your life:

- Accumulating wealth and growing your assets
- Protecting your wealth by managing risk
- Managing the affairs for a loved one
- · Converting your wealth to an income stream
- Transferring wealth to your heirs
- Creating an enduring legacy

RBC Wealth Management publications

To help you understand your choices and make informed decisions, RBC publishes a wide variety of financial, tax and estate publications, written by leading authorities on wealth management for high-net-worth Canadians. Please ask your RBC advisor for more information about other RBC Wealth Management publications.

Table of contents

Introduction	3
Personal information	5
Professional advisors	6
Banking information	7
Credit information	8
Investment information	10
Personal assets	12
Real estate and pension plans	16
Business investments	17
Debts owed to me	18
Life insurance	19
Other coverage	20
Location of other important documents	23
Your funeral and Will	24
Your spouse's or partner's funeral and Will	25
Power of attorney	26
Digital assets	27
Notes	31



If you have any questions while using this document, please contact your RBC advisor.

Introduction

The family inventory guidebook has been designed to help you gather a comprehensive list of information pertaining to your family's current financial status, including:

- Personal information
- Professional advisors
- Banking
- Investments
- Assets
- Pension
- Insurance
- Digital assets

You may find this inventory a useful reference when creating or updating your financial plan. It may help you step back and look at your overall financial situation and ensure you have considered all aspects of your financial affairs. Completing this inventory may also help in developing your estate plan. It may help you ensure that all assets are accounted for and considered, and that beneficiaries are taken care of. An up-to-date inventory may prove invaluable to your surviving heirs, executors, trustees and advisors as your estate is settled.

You should update this document whenever significant changes in your family's financial status occur. Due to the level of detail and personal information, be sure to keep the information safe and secure by, for example, adding password protection to your electronic copy and storing any printed copies in your safety deposit box.



Personal information

Your name:		Place of birth:	
Date of birth:	S.I.N.:	Location of S.I.N. card:	
Address:		Pho	ne:
Spouse's or partner's nam	ne:	Place of birth:	
Date of birth:	S.I.N.:	Location of S.I.N. card:	
Address:		Pho	ne:

Dependants

Name:		Relation*:
Date of birth:	Place of birth:	S.I.N.:
Address:		Phone:
Name:		Relation*:
Date of birth:	Place of birth:	S.I.N.:
Address:		Phone:
Name:		Relation*:
Date of birth:	Place of birth:	S.I.N.:
Address:		Phone:
Name:		Relation*:
Date of birth:	Place of birth:	S.I.N.:
Address:		Phone:
Name:		Relation*:
Date of birth:	Place of birth:	S.I.N.:
Address:		Phone:

* E.g., son, daughter, grandchild, niece, nephew

Professional advisors

Accountant			
Name:		Firm:	
Address:			
Phone:	Fax:		Email:
Lawyer			
Address:			
Phone:	Fax:		Email:
Investment advisor			
Name		Firm	
Address:			
			Email:
	- T UX		
Banker			
Name:		Firm:	
Address:			
Phone:	Fax:		Email:
Trust company			
Name:		Firm:	
Address:			
Phone:	Fax:		Email:
Other			
News		T	
Phone:	Fax:		Email:

Banking information

Accounts		
		N ())
Name of financial institution:		Name of contact:
Address:		
Phone:	Balance: \$	
Account number:		Account type*:
Name of financial institution:		Name of contact:
Address:		
Phone:	Balance: \$	
Account number:		Account type*:
Name of financial institution:		Name of contact:
Address:		
Phone:	Balance: \$	
Account number:		Account type*:
Name of financial institution:		Name of contact:
Address:		
Phone:	Balance: \$	
		Account type*:
Bank machine cards		
Issuer:		Card number:

* Include all banking accounts — e.g., chequing, savings.

lssuer: ____

Issuer: _____ Card number: _____

Card number:

Credit information

Debts	
Name of financial institution:	Name of contact:
Address:	Phone:
Balance: \$	Account number and loan type*:
Loan amount: \$	
Name of financial institution:	Name of contact:
Address:	Phone:
Balance: \$	Account number and loan type*:
Loan amount: \$	
Name of financial institution:	Name of contact:
Address:	Phone:
Balance: \$	Account number and loan type*:
Loan amount: \$	
Name of financial institution:	Name of contact:
Address:	Phone:
Balance: \$	Account number and loan type*:
Loan amount: \$	
Name of financial institution:	Name of contact:
Address:	Phone:
Balance: \$	Account number and loan type*:
Loan amount: \$	

* Include all banking liabilities — e.g., mortgage, credit line, demand loans.

Credit information (continued)

Credit and other cards **

lssuer:		
Card number:	Expiry date:	Credit limit: \$
lssuer:		
Card number:	Expiry date:	Credit limit: \$
Issuer:		
Card number:	Expiry date:	Credit limit: \$
Issuer:		
Card number:	Expiry date:	Credit limit: \$
Issuer:		
Card number:	Expiry date:	Credit limit: \$
lssuer:		
Card number:	Expiry date:	Credit limit: \$
lssuer:		
Card number:	Expiry date:	Credit limit: \$
lssuer:		
Card number:		
lssuer:		
Card number:		Credit limit: \$
lssuer:		
Card number:	Expiry date:	Credit limit: \$

** E.g., include gas cards, retail store cards and points cards

Investment information

Investment accounts

count type*:	Account number:
vnership type/beneficiary**:	Value: \$
m:	
count type*:	Account number:
vnership type/beneficiary**:	Value: \$
m:	
count type*:	Account number:
vnership type/beneficiary**:	Value: \$
m:	
count type*:	Account number:
nership type/beneficiary**:	Value: \$
n:	
count type*:	Account number:
nership type/beneficiary**:	Value: \$
m:	
count type*:	Account number:
nership type/beneficiary**:	Value: \$
m:	
count type*:	Account number:
vnership type/beneficiary**:	Value: \$

LRIFs, prescribed RRIFs, RESPs, RDSPs, FHSAs, annuities, etc.

** If a registered account, indicate a beneficiary. If a cash or margin account, indicate whether held in single name, joint tenancy with right of survivorship or tenancy in common.

Investment information (continued)

Investment accounts

Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
Firm:	
Account type*:	Account number:
Ownership type/beneficiary**:	Value: \$
nclude cash accounts, margin accounts, TFSAs, RRSPs, RRIFs, LI	IRAs, locked-in RRSPs, LIFs,

LRIFs, prescribed RRIFs, RESPs, RDSPs, FHSAs, annuities, etc. ** If a registered account, indicate a beneficiary. If a cash or margin account, indicate whether held in single name, joint tenancy with right of survivorship or tenancy in common.

*

Personal assets

Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location.	
Beneficiary:		
Item description:		
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		
Item description:		
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:		
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$

Personal assets (continued)

Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		
		Volue: •
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location	
Beneficiary:		
beneficially.		vulue. 3
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description.	Location	
Item description:		
Beneficiary:		volue: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
	l ti	
Item description:		
Beneficiary:		Value: \$

Personal assets (continued)

Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		
		Volue: •
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location	
Beneficiary:		
beneficially.		vulue. 3
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description.	Location	
Item description:		
Beneficiary:		volue: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
	l ti	
Item description:		
Beneficiary:		Value: \$

Personal assets (continued)

Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		
beneficially.		Volue: •
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location	
Beneficiary:		
beneficiary:		
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:		
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		Value: \$
Item description:	Location:	
Beneficiary:		
Item description:		
Beneficiary:		Value: \$

Real estate and pension plans

Real estate

Principal residence address:		
Title held by:	Mortgage held by:	
Date of purchase:	Deed location:	
Purchase price: \$	Current market value: \$	
Beneficiary:		
Other property address:		
Title held by:	Mortgage held by:	
Date of purchase:	Deed location:	
Purchase price: \$	Current market value: \$	
Beneficiary:		
Other property address:		
Title held by:	Mortgage held by:	
Date of purchase:	Deed location:	
Purchase price: \$	Current market value: \$	
Beneficiary:		

Pension plans

Company name:		Contact:
Phone:	Plan type* and value:	
Location of documents:		Beneficiary:
Company name:		Contact:
Phone:	Plan type* and value:	
Location of documents:		Beneficiary:

* Defined benefit, money purchase or defined contribution; DPSP; or group RRSP.

Business investments

	Percentage of interest held:
Accountant:	
	Percentage of interest held:
Accountant:	
	Percentage of interest held:
Accountant:	
	Percentage of interest held:
Accountant:	
	Accountant:

*Sole proprietorship, partnership, corporation, etc.

Debts owed to me

Debt/loan details

Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	
Name:	F	Phone:
Address:		
Amount owed: \$	Location of loan document:	

Note: Include prescribed rate loans to your spouse and/or family trust, loans to your corporation or other personal loans.

Life insurance

Individual coverage

lssuer:	Insured:	·
Agent's name:		Phone:
Insurance type*:		_ Policy number:
Face value: \$	Cash surrender value: \$	Death benefit:
Contract location:	Beneficiary:	
lssuer:	Insured:	
Agent's name:		_ Phone:
Insurance type*:		Policy number:
Face value: \$	Cash surrender value: \$	Death benefit:
Contract location:	Beneficiary:	
Group coverage		
Issuer:	Insured:	
Agent's name:		_ Phone:
Insurance type*:		_ Policy number:
Face value: \$	Cash surrender value: \$	Death benefit:
Contract location:	Beneficiary:	
lssuer:	Insured:	
Agent's name:		_ Phone:
Insurance type*:		Policy number:
Face value: \$	Cash surrender value: \$	Death benefit:

Contract location: _____ Beneficiary: _____

* Indicate if term or permanent coverage.

Other coverage

Health card		
Health card number:	Location	of card:
Other life coverage (e.g., travel insur	rance, credit cards, etc.)	
lssuer:	Insured:	
Insurance type:		_ Policy number:
Death benefit:	Contract location:	
Issuer:	Insured:	
Insurance type:		Policy number:
Death benefit:	Contract location:	
Group health insurance		
Insurance company:		
Contact name:		Phone:
Group:	Coverage for:	
Insurance company:		
Contact name:		Phone:
Group:		

Other coverage (continued)

Private disability insurance

Insurance company:			
Contact name:		Phone:	
Coverage type/person insu	red:	Policy number:	
Coverage: \$	Annual premium: \$	Benefit period:	
Insurance company:			
Contact name:		Phone:	
Coverage type/person insu	red:	Policy number:	
Coverage: \$	Annual premium: \$	Benefit period:	
Critical illness/disabil	ity insurance		
Insurance company:			
Contact name:		Phone:	
Coverage type/person insu	red:	Certificate/policy number:	
Coverage: \$	Annual premium: \$	Benefit period:	
Property insurance (ho	ome/auto/other)		
Property description:			
Insurance company:		Contact name:	
Phone:	Policy number:	Contract location:	
Property description:			
Insurance company:		Contact name:	
Phone:	Policy number:	Contract location:	

Other coverage (continued)

Property insurance (home/auto/other)

Property description:			
Insurance company:		Contact name:	
Phone:	Policy number:	Contract location:	
Property description:			
Insurance company:		Contact name:	
Phone:	Policy number:	Contract location:	
Other coverage (e.g., r	nortgage, credit cards, etc.)		
Insurance company:			
Coverage for:		Policy number:	
Coverage: \$	Contract location:		
Insurance company:			
Coverage for:		Policy number:	
Coverage: \$	Contract location:		
Insurance company:			
Coverage for:		Policy number:	
Coverage: \$	Contract location:		
Insurance company:			
Coverage for:		Policy number:	
Coverage: \$	Contract location:		
Insurance company:			
Coverage for:		Policy number:	
Coverage: \$	Contract location:		

Location of other important documents

Your birth certificate:	
Spouse's or partner's birth certificate:	
Children's birth certificates:	
Marriage licence:	
Medical records:	
Physician's name:	
Physician's name:	
Citizenship and passport papers:	
Income tax returns:	
Custody/adoption papers:	
Pre-nuptial/cohabitation papers:	
Separation/divorce papers:	
Driver's licence:	
Bank machine cards:	
Pension plan documents:	
Credit and other cards:	
Stock certificates:	
Utilities:	
Other:	
Pension plan documents: Credit and other cards: Stock certificates:	

Your funeral and Will

Pre-planned funeral		
Funeral home:		
Contact name:	Phone:	
Details:	Cemetery plot:	
Plot location:	Deed location:	
Your Will		
	Will location:	
	Phone:	
Address:		
	Phone:	
Address:		
Beneficiaries		
Name:	Phone:	
Address:		
Name:		
Address:		
Name:	Phone:	
Address:		
Name:	Phone:	
Address:		
Notes:		

Your spouse's or partner's funeral and Will

Your spouse's or partner's pre-planned	funeral
Funeral home:	
Contact name:	Phone:
Details:	Cemetery plot:
Plot location:	Deed location:
Your spouse's or partner's Will	
Date of last Will/Codicil:	Will location:
Lawyer:	Phone:
Address:	
Executor(s)/trustee(s):	Phone:
Address:	
Beneficiaries	
Name:	Phone:
Address:	
Name:	Phone:
Address:	
Name:	Phone:
Address:	
Name:	Phone:
Address:	
Notes:	

Power of attorney

Power of attorney	
Location:	Туре:
Powers given to:	Phone:
Address:	
Lawyer:	Phone:
Address:	

Your spouse's or partner's power of attorney

Location:	Туре:
Powers given to:	Phone:
Address:	
Lawyer:	Phone:
Address:	

Digital assets

Virtual assets (e.g., domain names, trademarks, intellectual property)

Description:	Туре:
Additional information:	
Description:	Туре:
Additional information:	
Description:	Туре:
Additional information:	
Description:	Туре:
Additional information:	

Subscriptions (e.g., digital magazines, Netflix, Amazon Prime)

Provider:	Login ID:
Web address:	Password:
Provider:	Login ID:
Web address:	Password:
Provider:	Login ID:
Web address:	Password:
Provider:	Login ID:
Web address:	Password:

Email accounts (e.g., Gmail, Outlook, Yahoo)

Provider:	Login ID:
Web address:	Password:
Provider:	Login ID:
Web address:	Password:

Digital assets (continued)

Electronic documents (e.g., photos, videos)

Description:	Location:
Access information:	
Description:	Location:
Access information:	
Description:	Location:
Access information:	
Description:	Location:
Access information:	
Description:	Location:
Access information:	

Financial accounts (e.g., bank, brokerage or credit union accounts, employee benefit plans)

Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:

Digital assets (continued)

Social media accounts (e.g., LinkedIn, Instagram, blogs)

Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Provider:	Login ID/Username:
	Password:
Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:
Provider:	Login ID/Username:
Web address:	Password:

Benefit accounts (e.g., airline miles, hotel or retailer reward/loyalty programs)

Provider:	Login ID/Username:
Web address:	Password/PIN:
Provider:	Login ID/Username:
Web address:	Password/PIN:
Provider:	Login ID/Username:
Web address:	Password/PIN:
Provider:	Login ID/Username:
Web address:	Password/PIN:

Digital assets (continued)

Electronic devices (e.g., computer, cell phone, tablet)

Device:	Login ID (if applicable):
Location:	Password:
Device:	Login ID (if applicable):
Location:	Password:
Device:	Login ID (if applicable):
Location:	Password:
Device:	Login ID (if applicable):
Location:	Password:

Other

Description:	
Login ID:	Password:
Description:	
Login ID:	Password:
Description:	
Login ID:	Password:
Description:	
Login ID:	Password:
Description:	
Login ID:	Password:

Notes

Please indicate any other pertinent information; e.g., child support, any other outstanding debts, trusts, etc.



For more information on your wealth management needs, speak with an RBC advisor or visit rbcwm.com.



Wealth Management

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