

Planning Beyond the Will

Electronics & Your Digital Footprint



Electronic Devices

1. Computer and location:

Login or sign-in information:

Determine which files on this computer you would like saved or if you'd like to have everything deleted and the hard drive reformatted.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

2. Laptop and location:

Login or sign-in information:

Determine which files on this computer you would like saved or if you'd like to have everything deleted and the hard drive reformatted.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

3. Laptop and location:

Login or sign-in information:

Determine which files on this computer you would like saved or if you'd like to have everything deleted and the hard drive reformatted.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

4. Tablet and location:

Unlock / passcode:

Determine which files on this device you would like saved or if you'd like to have everything deleted and the device restored to factory settings.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

5. Tablet and location:

Unlock / passcode:

Determine which files on this device you would like saved or if you'd like to have everything deleted and the device restored to factory settings.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

6. Phone and location:

Unlock / passcode:

Determine which files on this device you would like saved or if you'd like to have everything deleted and the device restored to factory settings.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Music:

Videos:

Additional files:

7. Phone and location:

Unlock / passcode:

Determine which files on this device you would like saved or if you'd like to have everything deleted and the device restored to factory settings.

Specific instructions for the below listed items.

Documents:

Spreadsheets:

PDFs:

PowerPoints:

Photos:

Videos:

Music:

Additional files:

8. Any other devices and important items to note:

Online Accounts – Digital Footprint

Password Manager – a password manager is a tool that many people use to store all their online login and password information. If you do not currently have one, you may want to consider setting one up as it stores all your logins and passwords in one place, where you can keep them organized. Examples include LastPass, Keeper, and Password Boss to name a few.

Provider name and website:

Login ID and master password:

Answer(s) to password hint(s):

1. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

2. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

3. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

4. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

5. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

6. Email Address:

Username:

Password:

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

Messaging Services / VOIP (Skype, WhatsApp, Messenger)

1. Provider:

Website:

Username:

Password:

Associated phone number (if applicable):

Free or paid membership information (if paid, provide payment details):

Special instructions and important items to note:

2. Provider:

Website:

Username:

Password:

Associated phone number (if applicable):

Free or paid membership information (if paid, provide payment details):

Special instructions and important items to note:

3. Provider:

Website:

Username:

Password:

Associated phone number (if applicable):

Free or paid membership information (if paid, provide payment details):

Special instructions and important items to note:

4. Provider:

Website:

Username:

Password:

Associated phone number (if applicable):

Free or paid membership information (if paid, provide payment details):

Special instructions and important items to note:

Cloud Storage (Box, SharePoint, iCloud, Microsoft One, Dropbox, etc.)

1. Provider:

Website:

Username:

Password:

Free or paid membership information (if paid, provide payment details):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

2. Provider:

Website:

Username:

Password:

Free or paid membership information (if paid, provide payment details):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

3. Provider:

Website:

Username:

Password:

Free or paid membership information (if paid, provide payment details):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

4. Provider:

Website:

Username:

Password:

Free or paid membership information (if paid, provide payment details):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

Software Licenses and Services (Microsoft Office, Adobe, Norton, etc.)

1. Provider:

Website:

Username:

Password:

Payment information (if applicable):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

2. Provider:

Website:

Username:

Password:

Payment information (if applicable):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

3. Provider:

Website:

Username:

Password:

Payment information (if applicable):

Special instructions (make note if there are items you'd like kept or if everything should be deleted and the account closed):

4. Provider:

Website:

Username:

Password:

Payment information (if applicable):

Special instructions (make note if there are any items you'd like kept or if everything should be deleted and the account closed):

Online Money Management (PayPal, Venmo, Mint, etc.)

1. Name:

Website:

Login ID and password:

Associated email:

Associated phone (if any):

Special instructions and important items to note:

2. Name:

Website:

Login ID and password:

Associated email:

Associated phone (if any):

Special instructions and important items to note:

3. Name:

Website:

Login ID and password:

Associated email:

Associated phone (if any):

Special instructions and important items to note:

4. Name:

Website:

Login ID and password:

Associated email:

Associated phone (if any):

Special instructions and important items to note:

5. Name:
Website:
Login ID and password:
Associated email:
Associated phone (if any):
Special instructions and important items to note:

6. Name:
Website:
Login ID and password:
Associated email:
Associated phone (if any):
Special instructions and important items to note:

7. Name:
Website:
Login ID and password:
Associated email:
Associated phone (if any):
Special instructions and important items to note:

8. Name:
Website:
Login ID and password:
Associated email:
Associated phone (if any):
Special instructions and important items to note:

Social Media, Blogs, Web Services (Facebook, Instagram, Snapchat, LinkedIn, Twitter, WordPress, GoDaddy, etc.)

1. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

2. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

3. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

4. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

5. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

6. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

7. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

8. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

9. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

10. Website:

Username:

Password:

Special instructions (make note if there are items you'd like kept from your profile or if everything should be deleted and account closed, or if you'd like the site to carry on in your memory):

Online Newspaper / Magazine Subscriptions

1. Name of publication:

Username:

Password:

Do you also have a print subscription? Yes No

If yes, what is the frequency of delivery?

Payment method:

Amount:

Frequency:

2. Name of publication:

Username:

Password:

Do you also have a print subscription? Yes No

If yes, what is the frequency of delivery?

Payment method:

Amount:

Frequency:

3. Name of publication:

Username:

Password:

Do you also have a print subscription? Yes No

If yes, what is the frequency of delivery?

Payment method:

Amount:

Frequency:

4. Name of publication:

Username:

Password:

Do you also have a print subscription? Yes No

If yes, what is the frequency of delivery?

Payment method:

Amount:

Frequency:

Travel & Entertainment (airlines, hotels, vacation rentals, travel services, ticketing services, etc.)

1. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

2. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

3. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

4. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

5. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

6. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

7. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

8. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

9. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

10. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

11. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

12. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

13. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

14. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

15. Company name and website:

Username:

Password:

Travel rewards, points, or miles? Yes No

Special instructions and important items to note:

Video & Streaming Services (Netflix, DisneyPlus, Hulu, Apple TV, etc.)

1. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

2. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

3. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

4. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

5. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

6. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

7. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

8. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

Music Services (iTunes, Spotify, Pandora, Sirius, etc.)

1. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

2. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

3. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

4. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

5. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

6. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

7. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

8. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

Gaming Services (Xbox Live, PlayStation Now, etc.)

1. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

2. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

3. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

4. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

5. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

6. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

7. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

8. Name and website:

Username:

Password:

Payment method:

Amount:

Frequency:

Special instructions and important items to note:

Shopping, Food Services, Fitness Services, & Anything Else (Hello Fresh, Amazon, Target, Nordstrom, Walgreens, CVS, Peloton, FedEx, UPS, etc.)

1. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

2. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

3. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

4. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

5. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

6. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

7. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

8. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

9. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

10. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

11. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

12. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

13. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

14. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

15. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

16. Website:

Username:

Password:

Automatic delivery/subscription? Yes No

If yes, provides details on amount, frequency, payment method, etc.:

Special instructions and important items to note:

Digital Storefronts (Etsy, eBay, OfferUp, etc.)

1. Website:

Username:

Password:

Special instructions, including how you'd like outstanding orders handled and if any customers should be notified of your passing:

2. Website:

Username:

Password:

Special instructions, including how you'd like outstanding orders handled and if any customers should be notified of your passing:

3. Website:

Username:

Password:

Special instructions, including how you'd like outstanding orders handled and if any customers should be notified of your passing:

4. Website:

Username:

Password:

Special instructions, including how you'd like outstanding orders handled and if any customers should be notified of your passing:

Ride Hailing, Car Sharing, and Parking Apps

1. Name & Website:

Username:

Password:

Special instructions and important items to note:

2. Name & Website:

Username:

Password:

Special instructions and important items to note:

3. Name & Website:

Username:

Password:

Special instructions and important items to note:

4. Name & Website:

Username:

Password:

Special instructions and important items to note:

5. Name & Website:

Username:

Password:

Special instructions and important items to note:

6. Name & Website:

Username:

Password:

Special instructions and important items to note: