

Letter of instruction for digital assets

A letter to the person who will deal with your digital affairs. It sits alongside your will. It is not legally binding, and it should contain no passwords.

To	From	Date

1. Where to find things

My digital asset inventory is kept at

My will is kept at, and my executor is

2. Passwords

Password manager I use

Emergency access set up for

The master password is kept at (not the password itself)

3. Phone, computer and codes

My phone and computer passcodes are recorded at

Two-factor backup codes and any spare security key are kept at

My mobile number and provider

Who should take it over (transfer it, don't cancel it)

4. Legacy settings I have switched on

☐ Google Inactive Account Manager

☐ Apple Legacy Contact. Access key kept at:

☐ Facebook: legacy contact, or delete after death

☐ Password manager emergency access

5. My wishes

Photos and videos: who should have copies

Email: keep, download or close

Social media: memorialise or delete, and who should do it

Websites and domains: keep, transfer or let expire

Subscriptions: cancel or keep

Anything to delete without reading

6. Crypto

My crypto instructions are kept at (see cryptoinheritanceguide.com)

7. Who can help

People who know my setup, and how to reach them

Signature

Date
