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Get It Together: Organize Your Records So Your Family Won't Have To

Melanie Cullen, Shae Irving J.D.

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Paperwork, personal information, and passwords aren’t always easy to find, and organizing your records can seem like an intimidating task. But, whether you need to get a handle on records for yourself, your family or your executor, *Get It Together* will show you how to organize:

- instructions for survivors
- secured places and passwords
- estate planning documents
- funeral arrangements
- employment records
- insurance policies
- tax records
- retirement accounts
- government benefits
- real estate records
- and more.

For those concerned about sensitive information like passwords, *Get It Together* lets you:

- Securely store an unlimited number of passwords while keeping them handy.
- Decide whether you want to record your information electronically or by hand.
- Choose the way you want to organize your passwords?for example, alphabetically or by type of product or service.
- Easily add related notes, such as security questions.

This workbook provides a complete system for structuring and organizing your information and documents into a records binder. For each topic, you will find helpful content, rich resources and step-by-step instructions. All forms are downloadable through a link printed in the book.

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