

**A log
book for your
finances.**



Contents

Introduction	2
Personal Details	3
Outgoings – General Financial	4-5
Outgoings – Life Assurance	6-7
Outgoings – Pensions	8
Savings	9
Investments	10-12
Monthly Outgoings/Income Summary	13
Children’s Savings	14
Important Information	15-16
Other IFA Promotion brochures	Back cover



Introduction

Everyone, at every stage of their lives, can benefit from a review of their finances. Even if you are financially savvy – this process can be time consuming and prone to mistakes, remembering every area to include in outgoings and income – is a challenge.

Compiled by IFA Promotion, this log book enables you to chart your family's finances clearly. It draws together all the information into a form that is convenient, comprehensive and easy to complete.

Armed with this information, you can then review your situation and decide how you could improve your financial planning.

You can also take the log book to an Independent Financial Adviser who can expertly assess any gaps you may have in your financial affairs. They will also help you to anticipate the future – to see, for example, which of your plans or policies are reaching maturity. An IFA will also be able to help you shop around for the best deals and advise where you could be saving money in the future.

In short, by taking a few minutes to complete the log book and keeping it up to date in the future – you will be in a better position to control your finances.

For details of four local independent financial advisers who can help plan your finances, call **0800 085 3250** or visit **www.unbiased.co.uk**

Section 1: Personal Details

Full Name Mr/Mrs/Miss/Ms

Address

Telephone (Home)

Mobile

Home E-mail

Company Name

Address

Telephone (Work)

Work E-mail

Date of Birth

National Insurance Number

Passport Number

Driver's Licence Number

Next of Kin

Personal Details of Spouse:

Full Name Mr/Mrs/Miss/Ms

Address

Telephone (Home)

Mobile

Home E-mail

Company Name

Address

Telephone (Work)

Work E-mail

Date of Birth

National Insurance Number

Passport Number

Driver's Licence Number

Next of Kin

Section 2: Outgoings – General Financial

Mortgage:

Lender

Account Number

Contact Telephone Number

Address of Lender

Repayment Method

Total Monthly Payment £

Buildings Insurance:

Provider

Policy Number

Contact Telephone Number

Address of Provider

Payment (monthly/annual*) £

Contents Insurance:

Provider

Policy Number

Contact Telephone Number

Address of Provider

Payment (monthly/annual*) £

Motor Insurance:

Provider

Policy Number

Contact Telephone Number

Address of Provider

Payment (monthly/annual*) £

*Delete as applicable

Section 2: Outgoings – General Financial (cont.)

Personal Loan:

Lender

Amount Borrowed £

Date of Final Repayment

Monthly Payment £

Credit Card:

Type of Card

Card Number

Expiry Date

Provider Telephone Number*

Amount Outstanding £

Average Monthly Payment £

Type of Card

Card Number

Expiry Date

Provider Telephone Number*

Amount Outstanding £

Average Monthly Payment £

Charge Card:

Type of Card

Card Number

Expiry Date

Provider Telephone Number*

Amount Outstanding £

Average Monthly Payment £

Store Card:

Type of Card

Card Number

Expiry Date

Provider Telephone Number*

Amount Outstanding £

Average Monthly Payment £

*(in case of loss)

Section 3: Outgoings – Life Assurance

Personal Life Assurance Policies:

Name of Provider

Type of Policy

Policy Number

Contact Telephone Number

Amount Covered £

Monthly Payment £

Name of Provider

Type of Policy

Policy Number

Contact Telephone Number

Amount Covered £

Monthly Payment £

Name of Provider

Type of Policy

Policy Number

Contact Telephone Number

Amount Covered £

Monthly Payment £

Company Life Assurance Benefits:

Name of Company Scheme

Product Provider

Beneficiary

Cover Provided

Contact Name at Your Company

Monthly Payment (if any) £

Section 3: Outgoings – Life Assurance (cont.)

Private Health Plans:

Name of Provider

Type of Plan

Policy Number

Contact Telephone Number

Amount Covered £

Monthly Contribution £

Name of Provider

Type of Plan

Policy Number

Contact Telephone Number

Amount Covered £

Monthly Contribution £

Others: (Long-Term Care Plan, Critical Illness, etc.)

Type of Policy

Name of Provider

Policy Number

Contact Telephone Number

Cover Provided £

Monthly Payment £

Type of Policy

Name of Provider

Policy Number

Contact Telephone Number

Cover Provided £

Monthly Payment £

Section 4: Outgoings – Pensions

Company Pension Scheme:

Present Employer

Contact Name

Contact Number

Retirement Year

Free Standing AVCs?

Monthly Contribution £

Past Employers Pensions

Do you have any pensions with previous employees?

If so, do you have any further details?

Personal Pension Plan:

Provider

Policy Number

Contact Telephone Number

Retirement Year

Monthly Contribution £

Provider

Policy Number

Contact Telephone Number

Retirement Year

Monthly Contribution £

Provider

Policy Number

Contact Telephone Number

Retirement Year

Monthly Contribution £

Section 5: Savings

Current Accounts:

Branch Details

Branch Telephone Number

Account Name

Account Number

Sort Code

Average Monthly Savings £

Branch Details

Branch Telephone Number

Account Name

Account Number

Sort Code

Average Monthly Savings £

Deposit Accounts:

Branch Details

Branch Telephone Number

Account Name

Account Number

Average Monthly Savings £

Branch Details

Branch Telephone Number

Account Name

Account Number

Average Monthly Savings £

Section 6: Investments

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

*Delete as applicable

Section 6: Investments (cont.)

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

Type of Investment

Name of Provider

Amount Invested (monthly/lump sum*) £

Date Invested

Contact Telephone Number

*Delete as applicable

National Savings Certificates:

Certificate Numbers

Premium Bonds:

Purchase Date

Bond Numbers

Section 7: Monthly Outgoings/Income Summary

Outgoings:

Mortgage Payments

Rent

Council tax

Buildings Insurance

Contents Insurance

Life Assurance

Other Insurance

Pension Contributions

Loan(s)

Credit Card Payments

Savings & Investments

School Fees

Car/Travel Costs

Gas

Telephone

Water

Electricity

Television Licence

Food

Entertainment

Other Outgoings

Total Outgoings £

Income:

Net Pay

Dividends

Income from Savings & Investments

Property Income

Benefits

Other Income

Total Income £

Balance (Income – Outgoings) £

Section 8: Children's Savings

Name of Child

Type of Investment

Amount Invested (monthly/lump sum*)

Date Invested

Name Invested under

Name of Child

Type of Investment

Amount Invested (monthly/lump sum*)

Date Invested

Name Invested under

Name of Child

Type of Investment

Amount Invested (monthly/lump sum*)

Date Invested

Name Invested under

*Delete as applicable

Section 9: Important Information

Bank:

Name _____

Contact Details _____

Independent Financial Adviser:

Name _____

Contact Details _____

General Insurance Broker:

Name _____

Contact Details _____

Stock Broker:

Name _____

Contact Details _____

Accountant:

Name _____

Contact Details _____

Will:

My Will is held by _____

Contact Name _____

Contact Number _____

The Executors are _____

Tax:

Tax District _____

Tax Number _____

Tax Reference Number _____

Doctor:

Name

Address

Telephone Number

National Health Service Number

Dentist:

Name

Address

Telephone Number

If you do not already have an Independent Financial Adviser, ring the IFA Promotion Hotline on **0800 085 3250** or visit us at **www.unbiased.co.uk** and we will send you details of four IFAs local to you.



Other brochures available:

- Time to think about inheritance tax
- Your mortgage
- Your tax efficiency
- Your pension
- Your ISA
- Your investments
- Thinking about independent financial advice
- Independent financial advice for your business
- Surviving an economic downturn
- Surviving on savings when rates are low
- A guide to IFA qualifications
- The financial practicalities of bereavement
- Guarding against housing market uncertainty

Factsheets available:

- Finding the right life assurance
- Planning for your family
- Long term care
- How IFAs make their money
- Confused about endowments?
- A parent's guide to education fees planning
- Equity release
- Funding for university
- The pensions debate
- How to get saving

To request one of the above brochures or factsheets, please call our Hotline on **0800 085 3250** or visit us at **www.unbiased.co.uk**

The above brochures are available in the following alternative formats: large print, braille and audio tape. Please call our Hotline on **0800 085 3250** if you wish to order an alternative format.



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