

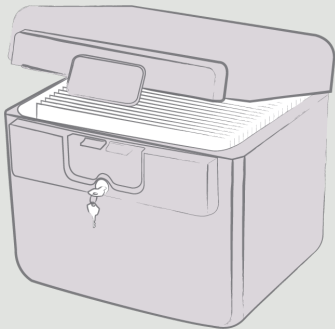
One Box cheat sheet



One Box Challenge - Get all of your important documents and legacy information in one secure location

Your One Box Fireproof & Waterproof Safe

**Tell loved ones where your safe is
and how to get inside.**
(code combination or key location)



Archival Tips

Within your safe, consider keeping documents in sealed plastic bags with some air and a desiccant pack. Since there isn't circulation this can help maintain the longevity of your documents. Open your One Box occasionally to get some fresh air in.

Location Tips

It's important for loved ones to know where your safe is and to have access, but you want to keep everyone else out. Keep your safe in an out-of-sight location and somewhere that potential thieves wouldn't think to look.

Important Documents

Personal Documentation

- Social security card(s)
- Birth certificate(s)
- Passports & ID card(s)
- Marriage licenses(s)
- Adoption papers
- Certification of Citizenship or Naturalization papers
- Death certificate(s)
- Divorce papers
- Military discharge documents

Finances & Ownership

- Tax returns
- Tax documents: W-2's, 1099's, property taxes, tax-related forms, and records
- Deeds, Bills of sale
- Current car, boat, or other vehicle titles and registrations
- Insurance policies (home, auto, personal property, etc)

Medical, Aging, & Death

- Health insurance policies
- Current wills and living wills
- Current Power(s) of Attorney designation
- Medical and burial instructions
- Beneficiary directions

Legacy Information

Team

Information and directions for:

- Financial Agent
- Medical Agent
- Executor
- Guardian(s)
- Beneficiaries

Summary Sheets

- Personal information
- Documents
- Passwords
- Contacts
- Medical information
- Financial information
- Ownership information
- Additional information
- Media information
- Memories information
- Aging & death information

Safety Deposit Box

We highly recommend a personal safe because it gives you and your loved ones control. If you choose to use a safety deposit box rather than a personal safe, be sure to ask the bank what the procedures are in the event of your death and what your executor needs to do to gain access. Provide loved ones with the details of the box including address and lease agreement for the box.

Document Backup & Copies

It would be wise to create a backup of this important information. Consider scanning these documents and/or making copies to give to applicable parties. For example, it'd be wise to provide your executor with a copy of your will.

The One Box Challenge

Keep us updated on your progress! But remember, don't publicly share the location or access information for your One Box. Keep specific details on the location and contents inside private.

Tag us @simplifydays and use the hashtag #oneboxchallenge