

# Personal Records

The Personal Records list, below, allows you to keep a record of all your important information and contacts in one place. This is extremely useful when moving as you are likely to have packed up everything. It is also a great list to hold on to for later reference.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_

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Partner: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_

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Next of Kin: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: Home: \_\_\_\_\_ Work: \_\_\_\_\_

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Solicitor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Location of Will: \_\_\_\_\_

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Accountant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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IRD Numbers:

Yourself: \_\_\_\_\_

Partner: \_\_\_\_\_

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Bank: \_\_\_\_\_

Branch: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Account Numbers:

	Name	Account Numbers	Description
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

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24 Hour Number to advise Stolen/Lost Cheques: \_\_\_\_\_

Credit Cards:

Name	Account Numbers
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

24 Hour Number to advise Credit Cards: \_\_\_\_\_

Hire Purchase:

Name	Account Numbers	Description
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

Cars:

Type: \_\_\_\_\_ Model: \_\_\_\_\_  
Year: \_\_\_\_\_ Reg No: \_\_\_\_\_  
Colour: \_\_\_\_\_ Chassis No: \_\_\_\_\_

Boat/Caravan/Trailer:

Description: \_\_\_\_\_  
Colour: \_\_\_\_\_ Reg No: \_\_\_\_\_

Insurances:

Agent: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Company: \_\_\_\_\_  
Policy Type: \_\_\_\_\_

Appliances:

Television \_\_\_\_\_  
Video \_\_\_\_\_  
DVD \_\_\_\_\_  
Stereo \_\_\_\_\_  
Amplifier \_\_\_\_\_  
Speakers \_\_\_\_\_  
Microwave \_\_\_\_\_  
Washing Machine \_\_\_\_\_  
Dryer \_\_\_\_\_

Fridge \_\_\_\_\_  
Freezer \_\_\_\_\_

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Antiques:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Furniture:  
Lounge \_\_\_\_\_  
Dining Room \_\_\_\_\_  
Family Room \_\_\_\_\_  
Rumpus \_\_\_\_\_  
Bedroom 1 \_\_\_\_\_  
Bedroom 2 \_\_\_\_\_  
Bedroom 3 \_\_\_\_\_  
Bedroom 4 \_\_\_\_\_  
Bedroom 5 \_\_\_\_\_

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Valuables:

	Description	Value
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____

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Additional important information:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_