

# TRUST ASSET INVENTORY WORKSHEET

Confidential

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<b>Trust Name:</b>	
Trustee(s):	
Date of Trust:	
Date of This Inventory:	
Prepared By:	

This worksheet is designed to provide a comprehensive inventory of all assets held in or intended for transfer to the trust. Complete each section as applicable. Update annually or whenever significant changes occur. Keep this document in a secure location with your estate planning documents.

## SECTION 1: REAL ESTATE

List all real property owned by the trust or intended for transfer.

Property Description / Address	Type (Primary Residence, Rental, Vacation, Land, Commercial)	Title Held As	Estimated Fair Market Value	Mortgage Balance	Lender / Loan #	Date Transferred to Trust	Notes

Attach copies of deeds, title documents, and mortgage statements.

## SECTION 2: FINANCIAL ACCOUNTS

List all bank accounts, brokerage accounts, and investment accounts.

Institution	Account Type (Checking, Savings, Brokerage, CD, Money Market)	Account Number (Last 4)	Title on Account	Current Balance / Value	Beneficiary Designation	Date Transferred to Trust	Notes

Attach most recent account statements. Verify that account titling reflects trust ownership.

### SECTION 3: RETIREMENT ACCOUNTS

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List all IRAs, 401(k)s, 403(b)s, pensions, and other retirement accounts. Note: Retirement accounts are typically not transferred into a trust but should be coordinated with trust planning through beneficiary designations.

Institution	Account Type (IRA, Roth IRA, 401(k), 403(b), Pension, Other)	Account Number (Last 4)	Current Value	Primary Beneficiary	Contingent Beneficiary	Notes

Review beneficiary designations annually. Ensure designations align with overall estate plan.

### SECTION 4: LIFE INSURANCE & ANNUITIES

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List all life insurance policies and annuity contracts.

Insurance Company	Policy Type (Term, Whole, Universal, Annuity)	Policy Number	Insured	Face Value / Death Benefit	Cash Value	Owner	Beneficiary	Notes

Consider whether policies should be owned by an Irrevocable Life Insurance Trust (ILIT).

## SECTION 5: TANGIBLE PERSONAL PROPERTY

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List significant items of tangible personal property, including jewelry, art, antiques, vehicles, collectibles, and other valuables.

Item Description	Category (Jewelry, Art, Vehicle, Furniture, Collectibles, Other)	Location	Estimated Value	Appraisal Date	Intended Recipient	Notes

Attach appraisals for high-value items. Consider a separate personal property memorandum for specific bequests.

## SECTION 6: INTELLECTUAL PROPERTY

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List all copyrights, trademarks, patents, royalties, and other intellectual property interests.

Description	Type (Copyright, Trademark, Patent, Royalty, Licensing Agreement, Other)	Registration / Filing Number	Current Value / Annual Income	Ownership / Assignment	Expiration Date	Notes

*Include any licensing agreements, publishing contracts, or ongoing royalty arrangements.*

## SECTION 7: BUSINESS INTERESTS

*List all ownership interests in businesses, partnerships, LLCs, and corporations.*

Business Name	Entity Type (Sole Prop, Partnership, LLC, S-Corp, C-Corp)	EIN	Ownership Percentage	Estimated Value	Operating Agreement / Buy-Sell Agreement? (Y/N)	Succession Plan in Place? (Y/N)	Notes

*Attach copies of operating agreements, partnership agreements, and any buy-sell agreements.*

## SECTION 8: DIGITAL ASSETS

*List digital assets including online accounts, cryptocurrency, digital media, domain names, and other electronic assets.*

Description	Type (Cryptocurrency, Domain Name, Online Account, Digital Media, Social Media, Cloud Storage, Other)	Platform / Exchange	Estimated Value	Access Information Location	Digital Executor Designated? (Y/N)	Notes

Description	Type (Cryptocurrency, Domain Name, Online Account, Digital Media, Social Media, Cloud Storage, Other)	Platform / Exchange	Estimated Value	Access Information Location	Digital Executor Designated? (Y/N)	Notes

*Do NOT record passwords on this worksheet. Store access credentials separately in a secure password manager or sealed envelope. Consider a Digital Asset Trust Addendum.*

## SECTION 9: KEY DOCUMENT & STORAGE LOCATIONS

*Record where important original documents and items are stored.*

Document / Item	Storage Location	Location Details (Safe Deposit Box #, Filing Cabinet, etc.)	Who Has Access	Notes
Original Trust Document				
Will				
Powers of Attorney				
Healthcare Directives / Living Will				
Property Deeds				
Insurance Policies				
Tax Returns (Last 3 Years)				
Birth / Marriage / Death Certificates				
Safe Deposit Box Key				
Digital Asset Credentials				
This Worksheet				

*Ensure your successor trustee and/or executor knows where to find these documents.*

