



Confidential Digital Asset Access Record

Handwritten private record • Store in a home safe or bank safe-deposit box

SECURITY NOTICE

Never attach to a will, photograph, email, scan, or upload this completed form.

1 OWNER & AUTHORIZED CONTACTS

Legal name

Last updated (date)

Estate-planning attorney / firm

Phone

Executor or authorized representative

Phone

2 PHYSICAL STORAGE & ACCESS

☐ Home safe

☐ Bank safe-deposit box

Location of safe OR bank / branch

Safe or box identifying details (do NOT put the access code here)

How an authorized person can obtain lawful access to the safe / box

Location of separate backup, if applicable

3 WHAT IS INCLUDED IN THIS RECORD?

☐ Self-custody wallet recovery details

☐ Exchange account references

☐ Hardware wallet information

☐ Tax and transaction record locations

IMPORTANT

This record may grant control of assets to anyone who finds it. Restrict physical access.



Self-Custody Wallet Recovery Record

Complete one copy of this page for each self-custody wallet

4 WALLET IDENTIFICATION

Wallet / app name and blockchain network

Hardware wallet / device, if any

Public wallet address (optional; may attach separate list)

5 RECOVERY PHRASE — WRITE EACH WORD EXACTLY IN ORDER

Check phrase length: ☐ 12 words ☐ 18 words ☐ 24 words ☐ Other: _____

01. _____	13. _____
02. _____	14. _____
03. _____	15. _____
04. _____	16. _____
05. _____	17. _____
06. _____	18. _____
07. _____	19. _____
08. _____	20. _____
09. _____	21. _____
10. _____	22. _____
11. _____	23. _____
12. _____	24. _____

Keep the completed recovery phrase private and stored only in your home safe or bank box.
Verify recovery privately using the wallet provider's official offline procedure.



Wallet Details & Exchange Accounts

Record the details for each wallet and account; attach copies of this page if needed

6 ADDITIONAL WALLET RECOVERY INFORMATION

Wallet name and additional wallet passphrase (if used)

Device PIN / unlock information (if required)

Device location / special recovery instructions

7 EXCHANGE ACCOUNT REFERENCES

Exchange / platform

Account email / username

2FA method / location of device or backup information

Exchange / platform

Account email / username

2FA method / location of device or backup information

EXCHANGE ACCOUNTS

Executors should follow each exchange's official deceased-account process.



Supporting Records & Executor Notes

Keep estate documentation organized and prevent accidental transfers

8 LOCATION OF FINANCIAL & TAX RECORDS

Transaction histories / exchange statements

Cost-basis and acquisition documentation

Digital Asset Inventory Worksheet

Will / trust / power of attorney / estate documents

9 INSTRUCTIONS TO THE AUTHORIZED REPRESENTATIVE

- ☐ Confirm your legal authority and consult the estate-planning attorney.
- ☐ Preserve records and establish date-of-death values before transactions.
- ☐ Never share a seed phrase; independently verify destination addresses and networks.
- ☐ For exchange-held assets, use the platform's official deceased-account procedure.
- ☐ Beware of anyone demanding a seed phrase, upfront fees, or rushed transfers.

10 OTHER INSTRUCTIONS / NOTES
