

# Safe Deposit Box Audit Form

Keep a copy of this at home in your files to refresh your memory on the location of important documents.

Take it with you anytime you visit your Safe Deposit Box and *update it* as needed and *return it* to your files.

**!!Always verbally tell your family and/or executor where your safe deposit box is and where the keys are located!!**

**Audit Date:** \_\_\_\_\_

SAFE DEPOSIT BOX AUDIT			
Box Location	Bank, Address of Box Location	Box #	
Key Location		Person(s) with Authorized Access	
Item		Description	
<i>EX</i>	<i>Sapphire and Diamond Ring</i>	<i>Was given to Grandma Curry by her fiancé before he went into WWII.</i>	
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1613 W. 6<sup>th</sup> Street Suite D, Austin, TX 78703, (512)771-8530

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Notes:



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