Keyholder instructions

For the person holding one key, seed backup or sealed envelope on my behalf. This sheet says what you are holding, what it can and cannot do, and what to do when the time comes.

From _____ Date _____

Keyholder _____ How I can be reached _____

1. What you are holding

A: hardware wallet / metal plate or card with words / sealed envelope / file _____

It is one key of a ___ of ___ multisig / a passphrase / a seed backup / other _____

> **On its own it cannot move any coins.** Whoever has it alone has nothing. Together with the other parts, which I keep elsewhere, it can. That is why it must stay with you, unseen, until it is needed.

2. How to keep it

- ☐ Somewhere dry, fire-safe if possible, and private: a safe, a locked drawer, a bank box.
- ☐ Do not open the envelope, photograph the words or type them into anything, not even to check.
- ☐ Tell nobody you hold this, apart from the people named under 4. Tell me if you move, change number or want to stop.

3. When to use it, and when not

Use it only after my death or if I can no longer act, and only with the people named below, in person or by a call you made yourself. Never because someone contacted you, however convincing, and never while I am alive and well unless I ask you in person.

Proof to ask for first (death certificate, a call from the executor, …) _____

4. Who will come to you

Executor _____

Heir(s) _____

Helper who knows the setup _____

5. What to do then

1. Check who is asking against the names above. Take your time; nothing is urgent.
2. Hand over the item, or sign with it, only in person with that person or the helper. The steps are on the wallet recovery sheet they will bring.
3. Never send the words, a photo of them, or the device by post, email or messenger.
4. If anyone asks for a fee, a "verification" payment or remote access to a computer, stop. That is a scam.

Notes _____ Signature, place and date _____