PODPLAN

I’d like to tell you about my PodVault

I have started a PodVault to help you find important information if I need support. It explains where documents are kept, who to contact and the practical things I would like you to know.

It contains directions and notes, rather than copies of my documents. It may not be complete, so please ask me about anything that is unclear.

How I can share access with you

Please use your own Podplan account. If you have not joined yet, I can invite you as a family member.

Once you have signed up, I can give you the separate password I have set for my vault and explain which email address identifies it. You do not need my Podplan account password.

When you need to look something up

1. Visit www.mypodplan.co.uk and sign in to your own Podplan account.
2. Open PodVault from the dashboard.
3. Choose the vault login option and use the vault details I have given you. If you cannot find the right vault, ask me or PodSupport for help.

Please handle the information carefully

Keep the vault password private and do not pass it on without checking with me. Access to my notes does not itself give you authority to manage my accounts or make decisions for me.

My details

My name: _____

Email address used for my vault: _____

Where we have agreed to keep access instructions: _____

_____

Please do not write passwords on this note.

Need help? Contact support@mypodplan.co.uk.

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