

Solid Rock Christian Church Manassas, Virginia

Bible Study for August 20, 2020

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Topic: "Getting Your Affairs in Order"

Scripture Reference: Proverbs 27:23

"Be thou diligent to know the state of thy flocks, and look well to thy herds."

I. Introduction

A. Each and every one of us have the responsibility and to the very best of our ability, with God's guidance, to get our personal affairs in order. Some might say, I don't need to worry about tomorrow; things will work out just fine.

B. To a great extent this is biblically correct. **"Whereas ye know not what shall be on the morrow. For what is your life? It is even a vapour, that appeareth for a little time, and then vanisheth away."** (James 4:14)

C. Having said that, God has also given us guidance for everyday living and His Word also says: **"Moreover it is required in stewards that a man be found faithful."** (1 Cor. 4:2)

D. It must also be recognized that whatever monetary and material things we are now stewards over, at death, we cannot and

will not take any of those things with us when we die. However, a good steward should do all things decently and in order while we are here on this earth. One of those things is to put your house (i.e., not just your spiritual life but your business affairs) in order.

E. The targeted reference verse given above (i.e., Prov. 27:23) in its original context is given with reference to an agricultural setting. However, its applicability is particularly suited for this topic of **Getting Your Affairs in Order**.

F. I would submit to you that in order to *Get Your Affairs in Order*, you must first know the State of Your Affairs. In other words, you need to first know what you have, what you don't have, what you need or would like to acquire, and then properly manage those resources.

G. The information sheets provided after **Section II-Interactive Time (Pages 4-13)**, are offered in order to assist you. Please take the time to complete the material and then make a family member or other trusted person aware that you have prepared the material, and where it has been stored.

H. After you have completed and safely stored the material, periodically review it and make any necessary updates. My prayer is that this will be beneficial to you and that the Lord will continue to bless and keep you in His care.

II. Interactive Time

A. Please complete the following biblical passages, each of which was taken from the King James Version of the Bible. If you are using a different version, please write out the passages and see how the Lord will speak to you.

"For we brought _____ into this _____, and it is _____ we carry _____ out." (1 Tim. 6:7)

"Then Job arose, and _____ his mantle, and _____ his head, and fell down _____ the _____ and worshipped. And said, _____ came I out of my _____, and naked shall I _____ thither: the Lord _____, and the _____ hath taken _____, blessed be the _____ of the Lord." (Job 1:20,21)

"Wealth maketh many _____, but the poor is _____ from his neighbor. (Prov. 19:4)

"But my God shall _____ all your _____ according to his _____ in glory by _____." (Phil. 4:19)

BENEFICIARY PLANNER

I trust that this material will be a blessing to you and assist you with getting your affairs in order. This information could prove to be very helpful to you and your loved ones, even now and in the future. We must all remember, that one day, each of us have an appointment with death. Therefore, while we are of reasonably sound mind and body, let's do all we can to ensure that we get our houses in order.

There should be adequate room to fill in as much vital information such as:

- Where your important papers are located
- What needs to be taken care of
- What bills need to be paid or accounts cancelled
- Important phone numbers and account numbers, etc.

Please take some time to complete the information and then be sure to review it with a trusted family member or friend, then put it in a safe place. Do you have a Will? If not, this information could be used to help you construct a will. This is not legal advice but sound, solid Biblical advice.

Full Name _____

Address _____

City _____ **State** _____ **Zip Code** _____

Social Security No. _____

Date of Birth _____

Mother's Maiden Name _____

You and Your Family

Single__ **Married**__ **Widow/Widower**__ **Divorced**__

Name of Spouse _____

Maiden Name _____

Number of Children _____

Children's Names

_____ **Age** _____

_____ **Age** _____

_____ **Age** _____

_____ **Age** _____

_____ **Age** _____

_____ **Age** _____

_____ **Age** _____

About Your Employment

Actively Working ____ Retired ____

Employer _____

Address _____

City _____ State ____ Zip Code _____

(Second) Employer _____

Address _____

City _____ State ____ Zip Code _____

Military Service

Are you a veteran? _____ Serial # _____

Branch of Service _____ Rank at Discharge/Retirement _____

Date and Place of Discharge _____

Where are you Discharge Papers? _____

Your Important Documents

Do you have a will? No ____ Yes ____

Where do you keep it? _____

Do you have a safe deposit box? No ____ Yes ____ Box # _____

Location of safe deposit (bank, address)

Location of box key _____

Where is your Birth Certificate? _____

Where is your Marriage Certificate? _____

Information About a Few Important People

Your Attorney's name, address, phone

Your doctor's name, address, phone

Information About Your Insurance

List all life, health, disability, homeowners, and auto policies

Where are your policies? _____

Insurance Co. _____

Type of Policy _____

Address _____

Policy # _____ Amount _____

Phone # _____ Contact _____

Insurance Co. _____

Type of Policy _____

Address _____

Policy # _____ Amount _____

Phone # _____ Contact _____

Insurance Co. _____

Type of Policy _____

Address _____

Policy # _____ Amount _____

Phone # _____ Contact _____

INFORMATION ABOUT YOUR BANK/CREDIT UNION ACCOUNTS

List all checking, savings, money market, and certificates of deposit accounts

Bank or Credit Union _____

Address _____

Type of Account _____ Account# _____

Phone # _____ Contact _____

Bank or Credit Union _____

Address _____

Type of Account _____ Account# _____

Phone # _____ Contact _____

Bank or Credit Union _____

Address _____

Type of Account _____ Account# _____

Phone # _____ Contact _____

YOUR CREDIT CARDS

List all MasterCard, Visa, American Express, Discover, and Department store card accounts

Company _____
Address _____
Account # _____ Phone# _____

Company _____
Company _____
Address _____
Account # _____ Phone# _____

Company _____
Address _____
Account # _____ Phone# _____

Company _____
Company _____
Address _____
Account # _____ Phone# _____

Company _____
Company _____
Address _____
Account # _____ Phone# _____

INFORMATION ABOUT WHAT OTHERS OWE YOU

Include all Money, Objects, Mortgages and other debts owed to you

Debt Type _____ **Account #** _____

Company _____

Address _____

Phone # _____ Contact _____

Debt Type _____ **Account #** _____

Company _____

Address _____

Phone # _____ Contact _____

INFORMATION ABOUT WHAT YOU OWE OTHERS

Include other debts, personal loans, notes, car loans and leases, etc.

Debt Type _____ **Account #** _____

Company _____

Address _____

Phone # _____ Contact _____

Debt Type _____ **Account #** _____

Company _____

Address _____

Phone # _____ Contact _____

Debt Type _____ **Account #** _____

Company _____

Address _____

Phone # _____ Contact _____

INFORMATION ABOUT YOUR INVESTMENTS

STOCKS, BONDS AND MUTUAL FUNDS

Investment Name _____

Account # _____

Company or Broker _____

Address _____

Phone # _____ Contact _____

Investment Name _____

Account # _____

Company or Broker _____

Address _____

Phone # _____ Contact _____

INFORMATION ABOUT YOUR RETIREMENT INVESTMENTS, PLANS AND PENSIONS

Include all IRAs, Annuities, 401(K) Plans, Employee Stock Option Plans, Pensions, and VA plans.

Plan Type _____ Account # _____ Company _____

Address _____

Phone # _____ Contact _____

Plan Type _____ Account # _____ Company _____

Address _____

Phone # _____ Contact _____

Plan Type _____ Account # _____ Company _____

Address _____

Phone # _____ Contact _____

INFORMATION ABOUT YOUR REAL ESTATE

Primary Residence Rent_____ Own_____

Address_____

City_____State_____ Zip_____

Location of Deed_____

Landlord _____ Bank or Mortgage Co. _____

Name _____

Address _____

City _____State_____ Zip_____

Phone #_____Contact_____

Other Real Estate - Be sure to include all income property, time shares, vacation homes, condos, commercial property, land, and the like.

Property Type_____ **Account #**_____

Company_____

Address_____

Phone #_____ Contact _____

Property Type_____ **Account #**_____

Company_____

Address_____

Phone #_____ Contact _____

Property Type_____ **Account #**_____

Company_____

Address_____

Phone #_____ Contact _____

INFORMATION ABOUT YOUR VEHICLE(S)

Be sure to include cars, trucks, boats, RVs, etc.

