



# RED FOLDER FACT SHEET

Red Folder is a web-based application which allows users to place their life's information in a highly secure environment for use whenever and wherever. With our technologically-dependent lives and growing virtual society, Red Folder houses all the important information in one place. Users or their designees can access and locate the info they need when the inevitable emergency, big or little, arrives.

## **Who is Red Folder for?**

Red Folder is for everyone. Having your online accounts and important information and instructions on how to use the information available to your designated trustee (designee) allows the designee to assist you as and when required.

Should you pass, your designee has access to your data to archive your Social Networks, locate your important papers, post your final blog and close up your affairs with your instructions, personal requests and specific directives (all at their fingertips).

## **Red Folder for today**

Red Folder helps you manage your online and real world accounts, your important documents and the many idiosyncrasies of our daily lives, ranging from where the gas turn-off is located to which mattress in which the \$1000 is hidden.

Similarly, be it due to age, disease, or accident, the odds of each one of us needing the assistance of another in keeping our life in order is very real. Red Folder helps via the designee function, as the designee can access your accounts and information on your behalf.

## **Red Folder for tomorrow**

Death and taxes are the two guarantees in life. While Red Folder is used as a tool for the living, the fact of the matter is, when one passes away, their digital and physical footprint may include a great number of loose ends which their family and executors will have to address. By consolidating lists of accounts and other vital information, Red Folder greatly facilitates the process at a difficult time.

Each record within the Red Folder has the information relevant to the account, but also includes space for you to provide specific guidance to your designee on how you wish the item/account or entity to be handled. What goes into Red Folder is up you; it may include heirlooms, historical medical data, online accounts, email, social network account information, real estate, bank accounts, annuities and insurance policies, estate planning documents, etc., whatever you deem necessary.

## **Red Folder security**

Red Folder was created with security and privacy at the forefront. All users must use two-step authentication each time they sign into the Red Folder application or request a password reset. You both create and control the encryption key used to protect the your information.

Encryption is used to protect your information. The encryption key is a passphrase you create. Red Folder neither issues nor retains this encryption key. You, the user, retains and protects the personal secret encryption key in the manner of your choosing. Similarly, a designee will not be able to access a your information without having been provided the secret encryption key by you.

For more information on security read: [Red Folder Security](#).

## **Red Folder designee/time lock**

Red Folder's proprietary designee/time lock feature allows those we choose to assist us to do so, even if they may not be in proximity to us.

With the designee option, you, the user, may designate another individual (family, friend, lawyer, guardian, trustee, etc.) to also have access to your Red Folder information. You may have as many designees as you wish.

In requesting a designee for your account, you will need to determine what type of time lock (delayed access) you wish to place on the designee's access to your Red Folder. Choosing "immediate" allows your designee to access your account on demand. The "one-, three- or seven-day" time lock choice delays access until the identified period of time has passed. The "never" choice, requires, you to explicitly approve the designee's request for access.

Your designee must register with Red Folder and go through the two-step verification. They are not required to open a Red Folder user account, nor are there any additional fees to you or any of your designees to use the designee feature.

When and if the designee accesses your Red Folder, they will do so via the designee portal. If you explicitly approved or the period of time in the time lock has expired, the designee will have access to your Red Folder. The designee's ability to read the specific account information within your Red Folder requires you to have personally provided your secret encryption key to the designee.

For more information on the designee and time lock read: [What is Red Folder](#)

### **Red Folder global applicability**

Red Folder has global applicability and consumers or organizations may purchase Red Folder wherever they reside using their own currency.

### **How to purchase Red Folder**

**Consumers:** Red Folder may be purchased directly from [Red Folder](#) or via any of our partners or affiliates.

**Company/Organization:** If you wish to provide Red Folder as a benefit to your employees, volunteers or members, please contact Red Folder directly at [info@RedFolder.co](mailto:info@RedFolder.co) or 425.318.7860

---

If you are a member of the media or analyst community and have questions, contact us for more information at [info@redfolder.co](mailto:info@redfolder.co) or 425.318.7860.