



Important Documents Checklist

Use this checklist as a starting point for important documents you will want or need in the event of an emergency. Begin with those that are most difficult to replace or locate. Be sure to keep these documents in a safe, dry location.

Vital Records

- Birth / Death Certificates
- Social Security Cards
- Adoption Papers
- Green Card / Citizenship Papers
- Passports
- Current License / Military ID
- Marriage Certificate / License
- Divorce / Child Custody Papers
- Medical / Immunization Records
- Prescriptions List
- Dental Records
- Powers-of-Attorney / Living Will

Insurance Policies / Policy Numbers

- Homeowners / Renters
- Flood
- Auto
- Health / Disability

Home / Vehicle / Property

- Loan Information
- Mortgage Records
- Titles / Deeds / Agreements
- Purchase / Refinance Records
- Auto Registration / Title / Bill of Sale / Plate # / Vin #
- Property Tax Records

Finances

- Checkbook / Cash / Credit Cards
- Checking Account Information
- Paycheck Stubs / Proof of Income
- Debts / Stocks / Bonds
- Loan Records
- Tax Returns
- Retirement Account Documents

Other

- Utility, Water, Cable Bills, etc. (for proof of residency / identification)
- Home Inventory List
- Sentimental Items / Documents