



Make a Plan. Make a Difference.

Important Documents

Having access to important documents can make recovery time after a disaster easier to manage.

Depending on your situation, you may need some or all of the following documents to file insurance claims, pay bills, take care of injured family members, or manage the responsibilities associated with a death. Here are suggested documents that you should locate, copy and store in a safe place (fire proof box, or with an out of town friend or relative).

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| ☐ Birth certificate | ☐ Checking and savings account statements |
| ☐ Death certificate | ☐ Retirement account records |
| ☐ Marriage certificate | ☐ Other investment statements |
| ☐ Will | ☐ Pay stubs |
| ☐ Power of attorney | ☐ Tax returns |
| ☐ Living will or other medical powers | ☐ Car titles and registrations |
| ☐ Trust documents | ☐ Mortgage/property deeds |
| ☐ Social Security card/records | ☐ Rental agreement/lease |
| ☐ Military records | ☐ Warranties and receipts for major purchases |
| ☐ Medical records, including prescription information | ☐ Credit card records |
| ☐ Insurance policies (life, health, disability, long-term care, auto, homeowners, renters) | ☐ Other loan records |
| | ☐ Safe deposit box information (location and key) |

Other Documents:
