



### **Keep Documents Safe From a Disaster**

Document containers can range from a fireproof safe, a safety deposit box or something as simple as a binder for your documents. The list you will want to have is long, but will be invaluable after you have evacuated your home:

- Vital Records: Driver's licenses, birth certificates, adoption papers, Social Security cards, passports, citizenship papers, marriage license, divorce decrees, child custody papers, current military ID, military discharge (DD Form 214), medical and vaccination records for pets, and current photos and ID chip numbers in case you are separated.
- Insurance Policies: Homeowners, renters, flood, earthquake, auto, life, health, disability, long-term care; policy number and insurance contact info for each coverage.
- Property Records: Real estate deeds of trust and mortgage documents; rental agreement or lease; auto registration and titles; video, photos or a household inventory.
- Medical Information: Immunization and other medical records, prescription info, health insurance ID cards, physician names and numbers, powers-of-attorney for health care.
- Estate planning documents: Wills, trusts, funeral instructions, powers-of-attorney, attorney names and phone numbers.
- Financial records: First two pages of the previous year's federal and state tax returns, stock and bond certificates, investment records, brokerage and retirement account info, credit card, checking and savings account numbers, contact info for financial institutions, credit card companies and financial advisers.
- Other: Personal address book, computer files backups, usernames and passwords for online accounts, key to your safe deposit box, a recent photograph, fingerprints and dental records for each member of the household, account and contact info for utilities and other services, a list of important documents and location of originals.