

Family Emergency Binder

Checklist of Items for Each Person in Household—UPDATE EVERY YEAR

Financial

- Credit Card Numbers & Contact Info
- Bank Account Numbers & Contact Info
- 401K/Other Investment Account #s & Contact Info
- Mortgage Packet/Account #
- Tax Records (Federal & State—copies of return main pages for last five years plus other vital information)

Legal Documents

- Driver's License/State ID
- Birth Certificate
- Social Security Card
- Passport
- Marriage Certificate
- Life Insurance Policy & Contact Info
- Will/Trust/Power of Attorney
- Military Records
- Adoption/Foster Records
- Naturalization/Immigration documents

Household

- Deed & Title to Home
- Homeowners/Renters Insurance & Contact Info
- Insurance Cards (Copy Front & Back)
- Home Inventory List & Photos

Medical

- Insurance Information (copies of front & back of cards)
- Advanced Care Directive
- Doctors & Medical Professionals
- Immunization Records
- Medications & dosages
- Medical Records (blood type, allergies, major concerns or illnesses, past surgeries/injuries)
- Dentist(s)
- Dental records

Vehicles

- Title to Vehicle(s)
- Insurance Policy & Contact Info
- Maintenance/Repair Record
- Loan/Lease Information

Other

- List of Important Contacts
- List of Online User Names & Passwords
- Extra Keys, Cash (Small Bills)
- Pet Information
- Flash Drive w/Digital Photos & Documents
- School Transcripts/Degrees