

# Essential Family Documentation

- Full name and Social Security numbers and/or cards for each family member
- Account numbers, Company Name and Contact Information:
  - Bank Accounts
  - Credit Cards
  - Insurance Policies
  - Loan and Deeds
  - Retirement, 401k, etc.
- All vehicle VIN and license plate numbers, insurance and registration information
- Additional Copies of Documentation, if possible leave originals in a fire-proof safe:
  - Vehicle Titles
  - Birth and/or Death Certificates
  - Social Security Cards and/or Citizenship Papers
  - Last Will and Testament and Advanced Directives
  - Tax Returns
  - Household inventory lists:
    - Including contents from each room, along with photographs
    - Photographs of items of high value, jewelry, paintings, etc.
- Additional Contact Information:
  - Local Family and Out-of-State Contacts
  - Employer and School
  - Doctors
  - Utility Companies
  - Police, Fire, Paramedics, Local Hospitals or Medical Centers
  - Neighbors Names and Phone Numbers
  - Landlord or Property Managers
  - Attorney, etc.
- General Information:
  - Family Photos and Videos, kept in a fire-proof safe
  - Write down all allergies, regular medications, etc.

