



# KEY DOCUMENTS YOU SHOULD ALWAYS HAVE READY

*Keep copies of these papers close at hand in case disaster strikes*

- Drivers licenses, military IDs, passports, birth certificates, Social Security cards
- Health insurance ID cards and other employee benefit information
- Citizenship papers, child custody papers and adoption papers
- Homeowners (or renters) and auto insurance policies
- Inventory of your major possessions
- Life, health, disability and long-term care insurance policies
- Federal and state tax returns, property tax statement
- List of stocks/bonds, plus brokerage and retirement account information

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<b>Are Not FDIC Insured</b>	<b>Are Not Bank Guaranteed</b>	<b>May Lose Value</b>
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See important information on page 2.

- Credit card, checking and savings account numbers and the phone numbers for emergency customer services**
- Real estate deeds of trust; settlement document from any mortgages**
- Physician names and phone numbers**
- Medical and immunization records; prescription information**
- Medical powers of attorney, health proxies, medical directives, living wills**
- Wills, trust documents, powers of attorney**
- Attorney names and phone numbers**
- Pet records, photos and chip numbers (if applicable)**

**For a more complete listing**, read the “Be Smart. Protect Your Critical Documents and Valuables” tip sheet on the Federal Emergency Management Agency (FEMA) website.

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