



Do you know where your birth certificate is? How about the title to your car? These important documents need a single, safe home. But not so safe that you forget where you put them!

When talking about important or difficult to replace papers I'm always reminded of the client who called me two days before she was to leave for her vacation only to discover she could not find her passport.

She took off from work and attempted to rush a passport through but was unable to get it in time and missed her trip. A few weeks later she found her passport, safely tucked between her mattress and box spring, just where she'd left it after her last vacation.

As you work through the paper piles chances are you'll come across some of these documents. Here is a list of the ones you want to store safely.

You have two safe storage choices:

1. A deposit box at your local bank. (A good option but if you need something when the bank is closed or in the event of an emergency, like a power outage, it might be a problem.)
2. A disaster/waterproof box you store at home. (This may be a more convenient option.)

Don't wait to find ALL the important papers; putting even just one in a safe place is gives you more peace of mind.



Here's a checklist of the important papers you'll want to keep in disaster proof storage. Don't panic if you can't find a document later I'll tell you how to easily replace important documents.

- ✓ Automobile policy(s)
- ✓ Bank account numbers and pin numbers
- ✓ Car registration(s) and title(s)
- ✓ Certificates of birth or death
- ✓ Copy of driver's license
- ✓ Homeowner's or renter's policy
- ✓ Investment records
- ✓ Legal papers (like divorce decrees)
- ✓ Mailing list of family and friends
- ✓ Insurance cards and policies
- ✓ Marriage licenses
- ✓ Medical history
- ✓ Military records
- ✓ Ownership records (deeds, titles)
- ✓ Passport
- ✓ Social security card(s)
- ✓ Will/living will or advance directive



Here's how to replace any missing documents. If that is the case you here is who to contact to get replacement copy:

Birth Certificate cdc.gov check birth state

Social Security Card socialsecurity.gov

Passport US Dept. of State Travel.State.gov 1-877-487-2778

College Diploma Student Service's Dept of the School

School Transcripts Student Service's Dept of the School

Tax Returns irs.gov IRS form 4506

Car Title dmv.org

Property Deed the County Clerk's Office