



## **Vital Documents**



# THE AMERICAN RED CROSS...

Recommends preparing a personal disaster and evacuation plan. Along with supplies of food, water and medications, you should also pack important financial documents. If a tornado or flash flood leaves you homeless, these documents and records will make it easier to apply for benefits, relocate, or rebuild.



## **SECTION 1:**

# **PERSONAL DOCUMENTS**



## PERSONAL:

Photographs of family members

Passports

Birth certificates

Church documents

Military documents

Resumes

Immunization records for  
school age children

Marriage license and divorce  
certificates

Copy of will, powers of attorney and  
medical directives



## PHOTOGRAPHS:

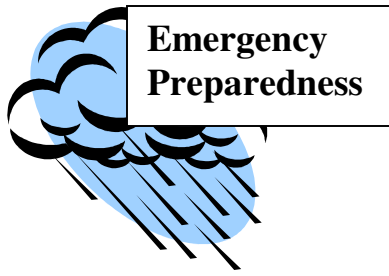
Photograph every member of your family. If members are separated, photos will make it easier for rescue agencies and law enforcement authorities to locate missing relatives.

Include pictures of your pets too.



## MILITARY RECORDS:

You may need these to apply for benefits or to gain access to a Veterans Affairs hospital.



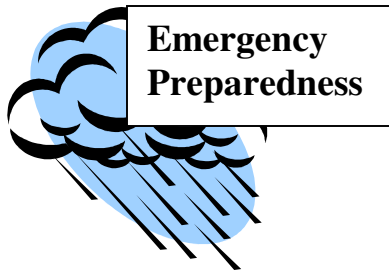
## RESUMES AND/OR COLLEGE TRANSCRIPTS:

If you are forced to relocate, you may need these documents in a job hunt. Transcripts will help establish professional credentials, such as a medical or law degree.



## MARRIAGE LICENSE:

You may need to prove your marital status to establish a bank account or establish residency.



# COPIES OF WILLS, POWER OF ATTORNEYS, AND MEDICAL DIRECTIVES.

Originals of legal documents such as birth certificates, wills, living wills, and power of attorneys should be stored in a safe place such as a safe deposit box. (Of course, a safe deposit box is useless if you can't open it. Make sure your evacuation kit includes a key to your safe deposit box and proof of ownership.)



# REPORT CARDS AND TEST RECORDS:

May make it easier to place your  
children in a new school.



## **SECTION 2:**

# **INSURANCE DOCUMENTS**



# INSURANCE:

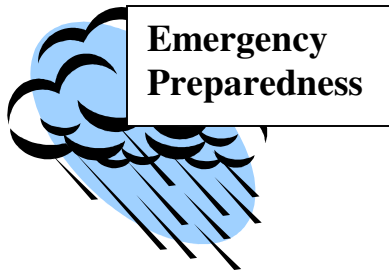
Life insurance policies

House insurance policy

Car insurance

Flood insurance

Video tape of each room



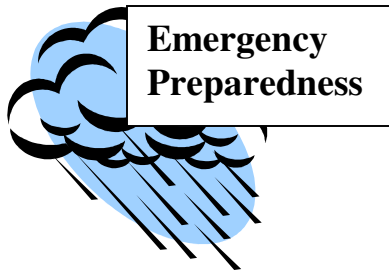
## DECLARATIONS PAGE:

The Declarations Page usually includes the insurance company's name and contact information and the amount of your deductible. As long as you have that, you don't need to pack the entire policy.



## VIDEOTAPE:

Insurance Companies recommend you videotape the contents of each room in your home so you can document what you own. But in an evacuation, a videotape may be too cumbersome to pack. You may want something that is very portable. You can make a CD of your rooms' contents and put it in front of your notebook.



## **SECTION 3:**

# **OTHER DOCUMENTS**



## OTHER DOCUMENTS:

Credit Report

Mortgage papers

List of credit cards and numbers

Property tax bill

Monthly Bank Statements

Deed to house

Investments

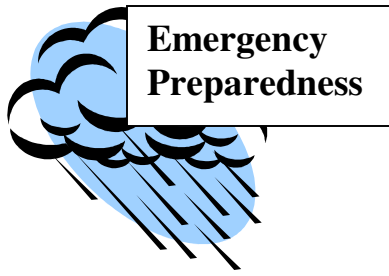
Previous year's tax return



## CREDIT REPORT:

Paying your bills may be the last thing on your mind when you're fleeing a disaster. But even if you lose your home, you'll still be expected to pay your mortgage and other debts.

Instead of cramming in your bank account statements, your credit report will list account numbers, names and addresses for all credit cards and other lenders.



# GET A FREE ANNUAL CREDIT REPORT

[www.annualcreditreport.com](http://www.annualcreditreport.com)

It is also recommended that you set up **ONLINE ACCOUNTS** for banks, credit cards, investment and other financial transactions.

Then, as long as you have your account numbers and passwords, you can access those accounts wherever there's an internet connection.



## MORTGAGE PAPERS:

The same tornado, flash flood or other disaster that wipes out your home could flatten your lender's office and the county courthouse. Not all local governments have backed up their public records electronically.

Make copies of the documents you used when you closed on your home and also a copy of your deed.



# PROPERTY TAX BILL:

You can use this to prove ownership when you file an insurance claim.



# MONTHLY BANK STATEMENTS:

If your lender's computer system is disrupted, you may need the statements to prove you've made payments on your mortgage.



## **SECTION 4:**

# **MEDICAL & CONTACT DOCUMENTS**



## MEDICAL DOCUMENTS:

List of doctors & specialists  
with telephone numbers

Prescription lists

Detailed descriptions of health  
conditions of your children

Immunization records are critical  
because most schools won't accept  
children without them.



# LISTS OF CONTACTS

Family members

Next of kin

Employers/where to contact  
during the day



## *A FINAL SUGGESTION . . .*

# PUT RECORDS ON A CD OR THUMB DRIVE:

If you have access to a scanner, you can burn many of your financial documents onto a CD which makes them easier to transport. Saving them to a thumb drive is even better.

Whatever you use, make sure it is light enough to carry if you have to flee.

“Portability is the name of the game.”



*Boulder Stake  
Relief Society*