



Checklist of Items to Include in Your Emergency Binder

VITAL DOCUMENTS

- ☐ Birth Certificates
- ☐ Passports
- ☐ Social Security Cards
- ☐ Immunization Records
- ☐ Cash-keep a variety of small bills on hand
- ☐ Copy of your will, living trust, power of attorney, etc.
- ☐ Medical information including prescriptions
- ☐ Military and church papers
- ☐ Diplomas and transcripts
- ☐ Marriage certificates
- ☐ Adoption papers
- ☐ Current pictures of family members
- ☐ Pet records
- ☐ Proof of citizenship
- ☐ Employee authorization letter on official letterhead provided by employer



**American
Red Cross**

INSURANCE DOCUMENTS

- ☐ Homeowners insurance policy + home security company
- ☐ Flood insurance policy
- ☐ Auto insurance policy + vehicle registration
- ☐ Life insurance policy
- ☐ Medical insurance policy
- ☐ Pictures and inventory lists of all your personal belongings for insurance

FINANCIAL DOCUMENTS

- ☐ Copies of your credit cards front and back
- ☐ Bank statements
- ☐ Retirement/Social security statements
- ☐ Internet passwords (banking, personal, work, etc.)
- ☐ Utility statements
- ☐ Work/tax documents that would be difficult to replace
- ☐ Property deed
- ☐ Lease agreements