

GO PACKET CHECKLIST

Store originals in safe deposit box or other safe place, copies only in the Go Packet

- Birth, marriage and naturalization certificates
- Adoption, divorce and child custody papers
- Military papers
- Mortgage/property deeds
- Car titles
- Power of attorney, living will, and other medical directives
- Trust documents, Stock and bond certificates

Make lists of these things - **Forms available*

- Contacts. **This post: Family Information, Personal Contact and Emergency Contacts*
- All insurances including the type, company, policy number, and name of insured OR copy of statement from each company showing above information ** Insurance Manager Part 2*
- Contacts for creditors OR copy of recent statement from each one **Plan Ahead – Debt – Part 3*
- Bank, investment and retirement income contact information. OR copy of recent statement from each one. ** Financial Information Manager – Part 2*
- Location of original legal documents above, with contacts *Legal Information Part 2*
- Utility companies with contact information OR copy of bill from each utility with your current address (can be used sometimes as proof of residency, as well as to contact the utility)
- Health care providers with contact information
- Current prescriptions, immunizations and other important health information

Make copies of these items

- Drivers' licenses for each person and all vehicle registrations
- Social Security cards and passports (the picture page), if available, for each family member.
- health insurance cards, health information as immunizations
- Credit cards – including back of card
- Current family photo
- Pet information and current photo (see *Emergency Checklist for Pets*)
- Last Federal income tax form filed, including W2's

More things to add:

- jump drive or mini cd backups of financial or other important data you keep on your computer, Include photos or videos of each room in your house, as well as exterior and yard.
- Extra set of keys for your house and car
- A small amount of cash because ATMs or banks may be closed -- \$20 per person minimum
- Blank checks, travelers checks in assorted denominations.
- Pertinent checklists found on this post