Household Binder Checklist

Keep originals of irreplaceable documents in a fireproof safe or safe deposit box. Put copies in the binder.

1. Emergency

- [ ] Emergency contact sheet
- [ ] Family emergency plan
- [ ] Medical info and allergies
- [ ] Utility shut-off locations

2. Identification (copies)

- [ ] Driver's licenses / state IDs
- [ ] Passports
- [ ] Birth certificates
- [ ] Social Security cards
- [ ] Marriage / divorce certificates

3. Insurance

- [ ] Home or renters policy
- [ ] Auto policies
- [ ] Health and dental cards
- [ ] Life insurance
- [ ] Home inventory

4. Finances

- [ ] List of bank and credit accounts
- [ ] Budget and bill tracker
- [ ] Recent tax returns
- [ ] Retirement and investment summaries
- [ ] Debt and loan statements

5. Home

- [ ] Deed or lease
- [ ] Mortgage statements
- [ ] Home maintenance schedule
- [ ] Appliance manuals and warranties
- [ ] Contractor and service contacts

6. Vehicles

- [ ] Titles and registrations
- [ ] Loan or lease agreements
- [ ] Maintenance logs

7. Medical

- [ ] Doctor and pharmacy contacts
- [ ] Medication lists
- [ ] Immunization records
- [ ] Health care directives / living wills

8. Legal and estate

- [ ] Wills and trusts
- [ ] Powers of attorney
- [ ] Beneficiary designations
- [ ] Guardianship wishes for children

9. Kids and pets

- [ ] School contacts and calendars
- [ ] Activity schedules
- [ ] Pet vaccination records