



# Lockbox Checklist

- ☐ A copy of everything in your wallet (credit cards, medical cards, etc. front and back)
- ☐ Adoption Papers
- ☐ Auto Titles - originals
- ☐ Back-up computer hard drive
- ☐ Birth Certificates - originals
- ☐ Cash – a small amount for household emergencies
- ☐ Credit Card information, photos front and back, bank contact number
- ☐ Death Certificates
- ☐ Diplomas and licenses
- ☐ Divorce or Separation papers
- ☐ Heirlooms (small)
- ☐ Home Inventory and/or flash drive with photos
- ☐ Identification cards – copies of driver's license, child identity cards, etc.
- ☐ Important financial papers/contact information
- ☐ Insurance Policies and contact information
- ☐ Jewelry
- ☐ Keys: spare set of car keys, bank safe deposit box keys
- ☐ Marriage certificate & license
- ☐ Military documents
- ☐ Passports
- ☐ Property records: mortgage papers/deeds, property tax records
- ☐ Savings Bonds
- ☐ SD Card/Flash Drive with photos or important docs
- ☐ Social Security Cards - originals
- ☐ Tax returns prior year and additional prior years if on electronic storage format
- ☐ Wills/Estate Planning/Power of Attorney/Living Will