

# ORGANIZE HOME FILES

## BE PREPARED FOR ANY NATURAL DISASTER

Sort paperwork according to the list below. Create a Trustworthy® account by going to <https://trustworthy.com#via=sara> and start scanning and uploading documents!

### VITAL DOCUMENTS and FAMILY IDs

- Social Security Cards
- IDs/Passports
- Birth Certificates
- Marriage Licenses/Divorce Decrees
- Death Certificates
- Pet ID Documents
- Voter Registration
- Citizenship Documents

### FINANCIAL DOCUMENTS

#### Banking/Credit Cards

- Checking/Savings Accounts
- Credit Cards

#### Investments

- 401 K/Roth IRA
- Mutual Funds
- Brokerage Accounts
- Retirement Accounts
- Education Accounts
- Custodial Accounts

#### Loans

- Home Mortgage
- Auto Loans
- Student Loans

### PROPERTY

- Real Estate
- Auto
- Mobile Home
- Computers
- Equipment (warranties)
- Jewelry
- Heirlooms
- Art

### INSURANCE

- Home Insurance
- Auto Insurance
- Medical Insurance
- Life Insurance
- Umbrella Insurance

### TAXES

- Tax Returns and Related Paperwork

### LEGAL

- Will
- Power of Attorney
- Medical Directives

### HEALTH

- EOBs
- Lab Results
- Notes
- Medication Information

### BUSINESS

- State Filing
- EIN Documentation
- Articles of Incorporation
- Shareholder Information
- Trademark Filing
- Banking
- Taxes
- Property
- Insurance

### OTHER

- Emergency Plans
- Family Genealogy



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