FREE PRINTABLE CHECKLIST

Family emergency binder checklist

The papers your family would reach for first, gathered in one binder you can grab on the way out the door. Tick what you have and write down where each original lives.

Sources checked on November 27, 2026. Every fact links to the office it came from.

Ready.gov suggests making copies of important documents for your disaster supplies kit, and storing important papers in a safe place, such as a safety deposit box away from your home. Ready.gov

Its kit list suggests keeping copies saved electronically or in a waterproof, portable container. Ready.gov

IDs, one set for each person

Copy both sides of each card. USA.gov notes that many replacements require you to show an official document, like your birth certificate.

- [ ] **Birth certificate** — Kept where _____
  Copies come from the vital records office of the state where the person was born.
- [ ] **Driver's license or state ID** — Kept where _____
  Replaced by your state motor vehicle agency.
- [ ] **Social Security card** — Kept where _____
- [ ] **Passport** — Kept where _____
- [ ] **Green card or naturalization certificate, if you have one** — Kept where _____
- [ ] **Military ID, if you have one** — Kept where _____

Health

Ready.gov's Emergency Financial First Aid Kit asks you to identify your important documents, medical records and household contracts.

- [ ] **Medicare or Medicaid card, if you have one** — Kept where _____
- [ ] **Medical records you would need away from home** — Kept where _____
  A list of medicines, allergies and doctors is a good start.
- [ ] **Vaccine records for each child** — Kept where _____

Home and money

Ready.gov names deeds and property records among the important papers to store in a safe place.

- [ ] **Insurance policies** — Kept where _____
- [ ] **Deeds** — Kept where _____
- [ ] **Lease or rental agreement, if you rent** — Kept where _____
- [ ] **Other property records** — Kept where _____
- [ ] **Bank account records** — Kept where _____
- [ ] **Household contracts** — Kept where _____
  Utilities, loans, and anything else you would need to call about.
- [ ] **Photos or a video of your home and belongings** — Kept where _____
  Ready.gov suggests photos or a video of the inside and outside of your home.
- [ ] **Some cash** — Kept where _____
  Cash is on Ready.gov's list of extra emergency supplies.

People to call

One page, written by hand, that anyone in the family can read.

- [ ] **Phone numbers for family and a contact outside your area** — Kept where _____
- [ ] **Doctors, schools and workplaces** — Kept where _____
- [ ] **The people who handle your accounts and your home** — Kept where _____

Official sources

- Ready.gov, Financial Preparedness: www.ready.gov/financial-preparedness
- Ready.gov, Build a Kit: www.ready.gov/kit
- USA.gov, How to replace lost or stolen ID cards: www.usa.gov/replace-vital-documents

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