

Key Papers Locator

The originals of important papers, like wills, insurance contracts, birth and marriage certificates, stock certificates and savings bonds, should be kept in a safe deposit box, fireproof home safe or on file with your attorney. As you gather papers together, prepare to file for benefits and take care of business related to the death of your loved one, make notes here about where key papers are located. If you are completing this form for family members in the future, keep it in a place where they can easily locate, when needed. Feel free to add to the list as needed.

Document	Location	Pins or Passwords	Special Instructions
Will			
Trust Documents			
Safe Deposit Box and Key			
Birth Certificates			
Marriage License			
Divorce Decrees			
Stock Certificates			
Savings Bonds			
Tax Records			
Mortgage Records			
Loan Records			
Insurance Papers			
Bank Accounts			
Pension, IRA, Retirement			
Military Service Records			
Social Security Records			
Vehicle Titles			
Real Estate Titles			
Social Media Accounts			
Facebook			
email			
computer			