



# Document Storage

## Document Storage

Type of Document	Contacts/Representatives	Storage Location
<b>Accounting &amp; Taxes</b>	Name:	
	Phone:	
<b>Bank Accounts</b>	Name:	
	Phone:	
<b>Business Documents</b>	Name:	
	Phone:	
<b>Car Insurance</b>	Name:	
	Phone:	
<b>Car Loans</b>	Name:	
	Phone:	
<b>Car Titles</b>	Name:	
	Phone:	
<b>Credit Cards</b>	Name:	
	Phone:	
<b>Death Certificate</b>	Name:	
	Phone:	
<b>Disability Insurance</b>	Name:	
	Phone:	
<b>Divorce Certificates/ Decrees</b>	Name:	
	Phone:	
<b>Driver's Licensee</b>	Name:	
	Phone:	
<b>Durable Power of Attorney</b>	Name:	
	Phone:	
<b>Estate Planning</b>	Name:	
	Phone:	
<b>Financial Planning</b>	Name:	
	Phone:	
<b>Green Cards</b>	Name:	
	Phone:	
<b>Guardians</b>	Name:	
	Phone:	
<b>Home Insurance Policy</b>	Name:	
	Phone:	



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## Document Storage

Type of Document	Contacts/Representatives	Storage Location
<b>Health Insurance Policy</b>	Name:	
	Phone:	
<b>Inheritances &amp; Gifts</b>	Name:	
	Phone:	
<b>IRA's</b>	Name:	
	Phone:	
<b>Investments</b>	Name:	
	Phone:	
<b>Life Insurance Policy</b>	Name:	
	Phone:	
<b>Living Will &amp; Will</b>	Name:	
	Phone:	
<b>Marriage Certificates</b>	Name:	
	Phone:	
<b>Mortgages</b>	Name:	
	Phone:	
<b>Organ Donation</b>	Name:	
	Phone:	
<b>Passport</b>	Name:	
	Phone:	
<b>Personal Effects</b>	Name:	
	Phone:	
<b>Property Titles</b>	Name:	
	Phone:	
<b>Retirement Account</b>	Name:	
	Phone:	
<b>Stocks &amp; Bonds</b>	Name:	
	Phone:	
<b>Social Security Card</b>	Name:	
	Phone:	
<b>Trusts</b>	Name:	
	Phone:	
<b>Work Information</b>	Name:	
	Phone:	