

RECORD OF IMPORTANT FAMILY PAPERS

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This record will provide a list of important papers. Properly filled out, it will help you find them when you need them. It will also guide others in an emergency.

Keep it at home, where it can be brought up-to-date

at least once a year. You may wish to file a duplicate of this record in your safe-deposit box.

Ask your Extension Office for Extension Bulletin 358, "Business Facts for Families," for a complete guide on how to use this record form.

NAME _____ ADDRESS _____

DATE _____

FAMILY RECORD

Name	Date of Birth	Birth—Where Recorded	Membership in Church, Fraternal Organizations, etc.
Husband			
Wife			
Children			

FAMILY ADVISERS

Name	Address—Phone Number
Lawyer	
Executor of Will	
Banker	
Insurance Agents	
Other Advisers	

WHERE IMPORTANT INFORMATION AND RECORDS ARE KEPT

RECORD	WHERE KEPT
PERSONAL	
Wills	
Marriage Records	
Birth Certificates	
Baptismal Records	
Citizenship Papers	
Adoption Papers	
Divorce Papers	
Death Certificates	
Armed Forces Papers	
Social Security	
Name and No.	
Cards	
Stubs	
PROPERTY	
Deeds to Property	
Where is deed recorded?	
Deed to Cemetery Lot	
Abstracts to Title of Property	
Mortgage Papers	
BUSINESS	
Contract Papers	
Guarantees	
Insurance Policies	
Important Receipts	
Income Tax Records	
Bank Books	
Cancelled Checks	
Safe Deposit Box	
Safe Deposit Box Keys	
Other Important Keys	
Stock and Bond Certificates	
Automobile Title	
Household Inventory	
Personal Debts	
Loans to Others	

