

A Record of Important Family Papers

Name: _____

Date recorded _____

Copy 1 of this record stored at: _____

Copy 2 stored at: _____

Safe deposit box # _____ at _____

Advisor	Name	Address	Phone/Email
Accountant			
Attorney			
Banker			
Insurance Agent			
Doctor			
Executer			
Other			

Payments Due to Me/Us

Description	Name/Address of Debtor	Account #	Amount of Debt	Interest Rate	Number/Amount of Payments	Final Payment	Record Location

Vehicles

Make	Model and Year	Engine Number	Purchase Price	Registration	Title Location

Real Estate

Type	Location	Purchase Price	Mortgage Amount	Mortgage Holder	Records Location

Other Important Papers

Type of Paper	Location	Type of Paper	Location	Type of Paper	Location
Adoption		Deed to House		Military Service Records	
Automobile Title		Divorce Papers		Organization Memberships	
Baptismal Records		Education Records		Passports	
Birth Certificates		Employment Records		Pension/Retirement Plans and Papers	
Business Records		Guarantees and warranties		Real Estate Properties	
Canceled Checks		Health Records		Social Security Card	
Charge Accounts		Household Inventory		Tax Records and Returns	
Citizenship Papers		Important Keys		Wills	
Death Certificates		Last Instructions		Other	
Deed to Burial Plot		License to Practice		Other	
Deed to Farm/Lots		Marriage Certificates		Other	

*“Utah State University is an affirmative action/equal opportunity institution.”
Practical solutions for a complex world.*