Legal & Financial Document Checklist

Collect the following documents and place a check by each one you have. If you are unsure where to obtain them, see the list of sources at the end of this list. These documents will assist if you need to file for government disaster assistance, tax assistance, etc.



Insurance Policies

- [ ] Call the claims numbers on your insurance policies to verify that the policy numbers are correct. Review your coverage to be sure that they it is adequate for your current circumstances.
- [ ] Property Insuranc
- [ ] Rental Insurance
- [ ] Auto Insurance
- [ ] Health Insurance
- [ ] Life Insurance
- [ ] Other

Financial Information

- [ ] Bank/Credit Union Statements
- [ ] Credit/Debit Card Statements
- [ ] Retirement Accounts (401K, TSP, IRA)
- [ ] Investment Accounts (Stocks, Bonds, Mutual Funds)

Tax Information

- [ ] Tax returns from the previous year may be required to apply for new loans and to verify qualification for incomebased assistance.
- [ ] Previous Year's Tax Returns
- [ ] Property Tax Statement
- [ ] Personal Property Tax (i.e. Car Tax)

Sources of Income/Assets

- [ ] Recent Pay Stubs for All Sources of Income
- [ ] Government Benefits (e.g. Social Security, Temporary Assistance for Needy Families,
- [ ] Veterans')
- [ ] Alimony Income
- [ ] Child Support Income
- [ ] Professional Appraisals of Personal Property
- [ ] Rewards Accounts (e.g., Frequent Flyer Programs, Hotel Rewards)

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