Vital Documents

The following is a list of important records that you will need to replace if they have been destroyed in a disaster.

- Bank account papers
- Medical Records
- Credit cards
- Income tax returns
- Insurance policies
- Stocks/ bonds
- Student Identification
- Wills or trust
- Driver’s licenses
- Marriage certificates
- Birth Certificates
- Auto registration
- Senior Citizen ID
- Citizenship papers
- Death/ burial certificates
- Warrants
- Social Security cards
- Property titles of deeds

Many important papers can be kept in a fireproof safe, but ideally, many should be stored in a safety deposit box. To help you settle your insurance claims more quickly, keep records and a written or video inventory of your possessions.

Depending on the circumstances of the disaster, and whether it is a fire, flood, earthquake or other devastating incident, we recommend that you take a few minutes to prioritize your possessions now. From the following list, consider which items you would take with you if you had to evacuate your home:

- First aid supplies, toilet papers
- Medications
- Dentures
- Cash
- House/ car keys
- Clothes, coat, shoes, blanket
- Original art, antiques, collections
- Diapers, infant formula
- Flashlight, tools, leather gloves
- Battery operated radio, extra batteries
- Photo albums
- Family histories
- Journals, diaries, letters
- Address book

For more information, please call the San Mateo Office of Emergency Services 1040 East Hillsdale Blvd, Foster City, CA 94404 (650) 522-7960