

# Safe Deposit Box Inventory

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Every family should have a safe deposit box and know what is in it. A safe deposit box is the best place to store documents or records which are difficult, time consuming or expensive to replace. The amount of storage space and the type of protection needed should also be taken into consideration.

Safe deposit boxes are available at local banks. The rental charge depends on the size of the box. Sizes and prices vary by institution. For example, a small safe deposit box (3" x 5" x 22") may start at \$15. The cost for a large box may be \$175 or more. Select a size that is large enough for your important papers yet small enough that you don't have wasted space.

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**Banks are not liable for the contents of a safe deposit box.**

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Every family should have at least two copies of an inventory of the contents of their safe deposit box. One copy should be kept in the box, the other in your home filing system.

## Important Papers to Keep in a Safe Deposit Box

- Adoption papers
- Automobile titles/bills of sale
- Birth, death and marriage certificates
- Church records
- Citizenship papers
- Contract papers
- Divorce and separation papers
- Durable power of attorney
- Household inventory (original)
- Leases
- List of insurance policies
- Military records
- Passports (optional)
- Patents and copyrights
- Property deeds and mortgage papers
- Savings and investment certificates
- Social security card(s) (optional)
- Wills

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