

# Protect your Documents!

One way you can protect your important photos and documents is to scan them or create files with the information on them, and save them to a CD, flash drive or portable hard drive.

Many of us now have digital copies of our photos on our computers. Back them up and keep them somewhere safe. (ie safe deposit box) There are also many online services that allow for online document back ups.

**Documents and other important data to scan or save:**

## **Insurance information**

- Review your insurance policy annually and be sure that you are “insured to value”.
- Consider code upgrade coverage if offered

## **Documentation/photos of all household items and belongings.**

- Take wide view shots of the outside of the house (front, back and sides) as well as each room and open all drawers & cabinets.
- Also take individual photos of valuables and special construction.
- Take photos of cars, boats, rv’s and other recreational toys
- Provide proof or documentation of upgraded construction materials
  - Granite countertops
  - Hardwood floors
  - Professional kitchen appliances

## **Birth Certificates**

## **Marriage/Divorce records**

## **Banking account numbers, locations and contact information**

## **Investment account information, locations and contact information**

## **Credit card account information (CC numbers, addresses, phone numbers)**

## **Passports**

## **Wills/Trusts**

## **Social Security Cards**

## **Vehicle information/pink slips/registration**

## Montecito Fire Protection District

**595 San Ysidro Road**

**Santa Barbara, CA 93108**

**Phone (805) 969-7762**

## **Learn More about Preparedness!**

### **JOIN MERRAG!**

As a MERRAG member you’ll learn:

- What to put in your disaster kit
- How to use a fire extinguisher
- CPR
- Disaster Medical Techniques
- Evacuation Preparedness
- Electrical Safety
- Defensible space strategies for your home
- Winter Weather preparedness

### **MERRAG Training**

**2nd Thursday of every  
month at 10:00 a.m.**