Coping with the after effects of a disaster under any circumstance, but when vital records are lost, the trauma compounds. Taking a few hours now to organize your important documents and put them in a safe place can save you many frustrating hours later. You may never experience a disaster, but the peace of mind gained from organizing your records will be well worth the few hours spent on this important task.

Safe Deposit Boxes & Home Safes are two ways to protect your records and other irreplaceable items from disaster.

What You Should Store In a Safe Deposit Box:

- Originals of records that would be difficult to replace:
  - Birth, Death, and Marriage Certificates
  - Divorce and Child Custody Papers

Can You Make a List of All The Valuables in Your Home From Memory?

Living Room:
- Books
- Bookcases
- Cabinets and Contents
- Desks
- Fireplace Equipment
- Furniture
- Lamps
- Organ/Piano
- Rugs
- Wall Art/Décor
- Wall Shelves
- Miscellaneous Items

Bedroom(s):
- Air Conditioner Window Units
- Bed and Bedding
- Closets and Contents
- Desk
- Dressers and Contents
- Dressing Table
- Entertainment Center
- Lamps
- Rugs
- Wall Shelves
- Wall Décor/Art
- Miscellaneous Items

Kitchen:
- Table/Chairs
- China/Silver/Glassware
- Pots/Pans
- Refrigerator/Freezer
- Wall Art/Décor
- Microwave Oven
- Electrical Appliances
- Miscellaneous Items

Bathroom(s):
- Cabinets and Contents
- Closet Contents
- Electrical Appliances
- Linens
- Medicine Cabinet Contents
- Hair Dryers and Curling/Flat Irons
- Electric Shavers
- Miscellaneous Items

Clothing and Personal Effects –
- Coats/Furs
- Jewelry/Watches
- Purses/Suits
- Miscellaneous Items

Electronic Equipment:
- Television Set
- Home Theater
- DVD/Video Equipment
- Telephones/Cell Phones
- Computer Hardware
- Computer Software
- GPS Device
- Camera
- Miscellaneous Items

Protecting Valuable Records & Documents and Records

-Accidents” Do Happen & They Can Happen To Any of Us At Any Time!”

“Accidents” Do Happen & They Can Happen To Any of Us At Any Time!

*Refer to your Insurance Company for more information and inventory forms.

Take a few minutes to make a written and a photographic inventory of your possessions, including model and serial numbers. (Receipts provide even better proof). You’ll be glad you did if disaster strikes!

What are Your Possessions Worth?

Kitchen:

Bathroom(s):

Bedroom(s):

Living Room:

What You Should Store In a Safe Deposit Box:
After A Fire,
Returning to Normal
Can Be Very Challenging

This brochure was developed to help families prepare before disaster strikes.

Henry County Fire Department encourages all citizens to always practice fire safety in their homes. However, we never know if it is going to happen to us.

The information in this brochure is to help families prepare, gather information, and protect valuable documents from being destroyed by fire, making recovery somewhat easier.

The Power of Personal Control Can Play a Huge Factor in a Time of Recovery From Fire.

HENRY COUNTY FIRE DEPARTMENT
South Zack Hinton Parkway
McDonough, GA 30253
Phone: 770-288-6600
Fax: 770-288-6776
E-mail: fdcommunityrelations@co.henry.ga.us

BEFORE—THE FIRE!
Are You Prepared if Fire Happened to You?

Where Would You Begin?

Note: The original of your will should not be kept in a safe deposit box because the bank may seal the box temporarily at your death. Keep the original of your will at your lawyer’s office and copies of it at home and in your safe deposit box.

If you would rather store all your documents at home in a home safe instead of at a bank:

- Safe should be able to withstand fire (1700 degrees), flood, or a tornado.
- Place the safe in the basement to decrease the risk of it falling through the floor in the event of a fire.

Renter’s Insurance
Add up the value of all your belongings. You’re probably looking at thousands of dollars. Could you afford to replace your property if it were damaged during a fire?

Why You Need Renters Insurance
Your landlord has insurance, but it probably only covers the building where you live — not your belongings or your liability for accidents. If your possessions are damaged by a fire or severe weather, a renters insurance policy will allow you to recover their value. If someone is injured during an accident in your home, renters insurance will help protect you in the case a liability lawsuit.

- Adoption Papers
- Passports
- Military Records
- Social Security Cards
- Copies of Drivers’ Licenses
- Mortgage/Property Deeds
- Stocks and Bond Certificates
- Car Titles
- List of Insurance Policies (life, health, disability, long-term care auto, homeowners, renters) include the type, company, policy number, and name of insured.
- Copies of Power of Attorney, Living Will, and other Medical Powers
- Trust Documents
- Copy of your Will

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