

# Service and Protection

Erie Insurance Group...Serving You In Time Of Need

## Replacing Your Valuable Documents

It's a good idea to keep valuable documents in a safe place, such as a safe deposit box. Yet, in the event of a loss, you may need to replace lost, stolen or damaged records. The following contact list will guide you in registering for replacements:

Item Damaged, Lost or Stolen	Who to Contact for Replacement
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### Financial Records

- |                            |  |
|----------------------------|--|
| • Bank Books.....          | Your bank as soon as possible  |
| • Credit Cards.....        | The issuing companies as soon as possible  |
| • Income Tax Records ..... | The Internal Revenue Service Center where you filed or notify your accountant<br><a href="http://www.irs.gov/localcontacts/index.html">http://www.irs.gov/localcontacts/index.html</a> |
| • Stocks .....             | The issuing company or your broker   |
| • Bonds.....               | Your local bank or the Bureau of Public Debt<br><a href="http://www.publicdebt.treas.gov/sav/savlost.htm">http://www.publicdebt.treas.gov/sav/savlost.htm</a>                          |

### Identification and Licenses

- |                              |  |
|------------------------------|--|
| • Driver's License.....      | Your local office of the Department of Motor Vehicles<br><a href="http://www.onlinedmv.com/">http://www.onlinedmv.com/</a>   |
| • Social Security Card ..... | Social Security Administration at 800-772-1213 or complete the SS-5 form online<br><a href="http://www.ssa.gov/online/ss-5.pdf">http://www.ssa.gov/online/ss-5.pdf</a> |
| • Passports .....            | Local Passport Agency or U.S. Department of State, call 202-955-0430 or visit online<br><a href="http://travel.state.gov">http://travel.state.gov</a>                  |
| • Check Cashing Cards .....  | The issuing companies  |
| • Medical ID Cards.....      | The issuing doctors  |

### Legal Documents

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|--|---|
| • Birth and Death Certificates .....     | State Bureau of Records in the state of birth, death or marriage <a href="http://www.vitalrec.com">http://www.vitalrec.com</a>  |
| • Marriage Certificates .....            | County courthouse in which the license was issued   |
| • Citizenship Papers.....                | The U.S. Citizenship and Immigration Services, complete an Application for Replacement Naturalization/Citizenship Document (Form N-565) online or call 800-870-3676 <a href="http://uscis.gov/graphics/formsfee/forms/n-565.htm">http://uscis.gov/graphics/formsfee/forms/n-565.htm</a> |
| • Divorce Papers.....                    | Circuit court where the decree was issued   |
| • Military Discharge Papers .....        | Local office of the Veterans Administration, complete Standard Form 180 (SF-180), requests accepted online <a href="http://www.archives.gov/research_room/vetrecs/">http://www.archives.gov/research_room/vetrecs/</a>  |
| • Social Security or Medicare Cards..... | Local Social Security Office at 800-772-1213 or online <a href="http://s00dace.ssa.gov/pro/imrc/imrchome.shtml">http://s00dace.ssa.gov/pro/imrc/imrchome.shtml</a>  |
| • Wills .....                            | Your lawyer   |

### Property

- |                                  |   |
|----------------------------------|---|
| • Auto Registration Title.....   | Your local office of the Department of Motor Vehicles <a href="http://www.onlinedmv.com/">http://www.onlinedmv.com/</a> |
| • Titles and Deeds .....         | Records department of city of county in which the property is located   |
| • Prepaid Burial Contracts ..... | The issuing company   |



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