

Document Type	General Information	Resources and Contact Information
Emergency Contacts	<p>Emergency contacts can be updated through online patient portals depending on your healthcare provider. Emergency contact information can also be updated by directly contacting your providers. You should also inform your emergency contact person that they are now your emergency contact and where they are listed as such. You should also inform the following people of who to get in contact with, in case of emergency:</p> <ul style="list-style-type: none"> Household members Close Neighbors Relatives frequently engaged with Doctors and healthcare providers Insurance agents 	<ul style="list-style-type: none"> Household members Close Neighbors Relatives frequently engaged with Doctors and healthcare providers Insurance agents
Birth, Death Marriage or Divorce documents	<p>To replace personal credentials such as Birth, Death, Marriage or Divorce certificates, this can be done through North Carolina office of Vital Records or the Register of Deeds in the county in which the Birth/Death/Marriage/Divorce occurred. To replace Birth, Death, Marriage or Divorce certificates in North Carolina, a copy of a driver's license is required along with a fee (\$15-\$24).</p>	<p>North Carolina Vital Records Website: https://vitalrecords.nc.gov/ North Carolina Association of Registers of Deeds Website: http://www.ncard.us/</p>
Driver's License	<p>To replace your driver's license, this can be done either online or in person through the North Carolina Department of Motor Vehicles (NCDMV)</p>	<p>NCDMV Website: https://www.ncdot.gov/dmv/license-id/renewal-replacement/Pages/replacement-duplicate-license.aspx</p>
Social Security Card	<p>To replace a social security card, please visit your nearest Social Security Administration office, which can be found by using www.SocialSecurity.gov. You can also call 800-772-1213 (TTY 800-325-0778). This helpline can also assist in lost social security cards. A driver's license, state-issued</p>	<p>Social Security Website: www.SocialSecurity.gov Social Security Helpline 800-772-1213 (TTY 800-325-0778)</p>

	identification card or U.S. passport is required for a duplicate card	
Credit or Debit Card	Please contact your banking or credit service	See also: www.fdic.gov
Military Service Documents	<p>To replace military service documents, You can request military records through signing in to https://milconnect.dmdc.osd.mil/milconnect/ . Please see https://www.va.gov/records/get-military-service-records/ for more information.</p> <p>Other ways to obtain military records:</p> <ul style="list-style-type: none"> • Mail or fax a Request Pertaining to Military Records (Standard Form SF 180) to the National Personnel Records Center (NPRC). Download Form SF 180 (PDF) • Write a letter to the NPRC. Send it to: 1 Archives Drive St. Louis, Missouri 63138 • Visit the NPRC in person • Contact your state or county Veterans agency 	https://www.va.gov/records/get-military-service-records/ https://milconnect.dmdc.osd.mil/milconnect/
Passports	<p>To replace a damaged passport, you will need the following:</p> <ol style="list-style-type: none"> 1. The damaged U.S. passport 2. A signed statement explaining the damage 3. Form DS-11 (Application for U.S. passport) 4. <u>Citizenship evidence*</u> (e.g. birth or naturalization certificate) 5. A photocopy of citizenship evidence 6. Present ID (in person) 7. A photocopy of ID 	https://travel.state.gov/content/travel/en/News/passports/replacing-your-passport-after-the-storm.html

	<p>8. One passport photo 9. fees</p> <p>To replace a lost passport, you will need to <u>apply in person</u> and include the following:</p> <ol style="list-style-type: none"> 1. Form DS-64 (Statement regarding lost or stolen passport) 2. Form DS-11 (Application for U.S. passport) 3. <u>Citizenship evidence*</u> (e.g. birth or naturalization certificate) 4. A photocopy of citizenship evidence 5. Present ID (in person) 6. A photocopy of ID 7. One passport photos 8. Fees 	
Wills and Related Documents	Check to see if you left a copy of your will with a drafting attorney or a close contact	
Mortgage Statements	Contact banks, credit unions, credit card companies, brokerage firms and credit bureaus for copies of account statements, loan applications, credit reports and other records. Many of these documents are available online	
Home Deed	Certified copies of deeds can be found using the Register of Deeds for the County in which the original deed was recorded	Find your county's Register of Deeds at: https://www.ncard.us/find-your-register-of-deeds/
Lease or Rental Agreement	Finding a copy of a lease or rental agreement can be done through asking a landlord/lessor for a copy. If there had been any court proceedings regarding the lease agreement prior to loss of your copy, you may be able to find a copy on file where the dispute was.	

Car Title	Vehicle registration can be requested online at the North Carolina Division of Motor Vehicles' website: www.ncdot.gov/dmv .	www.ncdot.gov/dmv .
Insurance Policies	Insurance policies are likely on file with your insurance agency or agent. Please contact your insurance provider for a copy of your policy.	
Appraisal Documents	In order to obtain appraisal documents, you should contact your creditor/lender. Appraisal agents cannot give copies of the appraisal; however creditors/lenders must provide a copy.	
Health Insurance Card	<p>Contact your healthcare provider regarding lost or damaged health insurance cards</p> <p>If you have lost your Medicare card, you can request a replacement by logging in to your account on “my social security”, found at https://secure.ssa.gov/RIL/SiView.action</p> <p>If you have lost your Medicaid card, call your caseworker at the local County Department of Social Services</p>	<p>For Medicare Cards: https://secure.ssa.gov/RIL/SiView.action</p> <p>For Medicaid Cards:</p> <ul style="list-style-type: none"> • https://medicaid.ncdhhs.gov/ • https://www.ncdps.gov/emergency-management/recent-disasters/hurricane-irene-2011/lost-document-replacement
Prescription Records	<p>If you use UNC Health Care systems, you can request copies of your medical records, including prescription records, by following the instructions at the following link: https://www.uncmedicalcenter.org/uncmc/patients-visitors/medical-records/</p> <p>Otherwise, please contact your doctor and healthcare providers for this information</p>	

Healthcare Documents	<p>Copies of Power of Attorney agreements can be found at the county register of deeds if it was filed.</p> <p>North Carolina maintains an advance directive registry, copies of advance directives can be found at: https://www.sosnc.gov/divisions/advance_healthcare_directives. In order to view the advance directive, you must have the file number and registrant's password. If you do not have these, you can email ahcdr@sosnc.gov or call (919)814-5400.</p>	<p>http://www.ncard.us/</p> <p>https://www.sosnc.gov/divisions/advance_healthcare_directives.</p> <p>Email: email ahcdr@sosnc.gov Call: (919)814-5400.</p>
Written Personal Health History	<p>Contact your doctor or healthcare provider</p>	
Bank Statements and Account Numbers	<p>Contact banks, credit unions, credit card companies, brokerage firms and credit bureaus for copies of account statements, loan applications, credit reports and other records. Many of these documents are available online</p>	
Federal Tax Records	<p>Taxpayers who are affected by a disaster can call (866) 562-5227 to speak with an IRS specialist trained to handle disaster-related issues.</p> <p>Back copies of previously filed tax returns and all attachments, including Forms W-2, can be requested by filing Form 4506, which is the Request for Copy of Tax Return. The fee for copies is waived only in the event of a presidential declaration.</p>	
North Carolina	<p>Answers to most general tax questions can be found on the North Carolina Department of Revenue website at www.dornrc.com. For information about individual</p>	<p>www.dornrc.com</p>

Tax Records	income tax, call (877) 252-3052. For property tax questions, call (877) 308-9103.	
Stock and Bond Certificates	<p>For replacement savings bonds, download Form PDF 1048, which can be found at www.treasurydirect.gov. Complete and mail the form to the Department of Treasury, Bureau of the Public Debt, P.O. Box 7012 (E/EE/I savings bonds) or P.O. Box 2186 (HH/H savings bonds), Parkersburg, W.V., 26106.</p> <p>If you need to replace a lost stock certificate, you can do so by contacting the brokerage or the company that issued it.</p>	www.treasurydirect.gov
IRA or 401(k) Account Numbers	Ask your account servicer if they have accounts in your name, you will likely need to provide identification	
Immunization Records	<p>Some immunization records can be found in the North Carolina Immunization Registry: https://www.immunize.nc.gov/providers/ncir.htm</p> <p>Other records may be obtainable through your healthcare providers</p> <p>You can also contact previous schools, daycares or camps to see if they have retained a copy of previous immunization records for applicable members of your family.</p> <p>You may also be able to find immunization records at: https://www.cdc.gov/vaccines/hcp/admin/immuniz-records.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fvaccines%2Frecs%2Fimmuniz-records.htm</p>	<p>https://www.immunize.nc.gov/providers/ncir.htm</p> <p>https://www.cdc.gov/vaccines/hcp/admin/immuniz-records.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fvaccines%2Frecs%2Fimmuniz-records.htm</p>

NC Food Stamps/ Nutrition Services	North Carolina Food and Nutrition Services recipients can get replacement electronic bank transfer cards (formerly food stamp coupons), by calling (888) 622-7328	Call: (888) 622-7328
Green Cards	For information on replacing lost green cards see: www.uscis.gov/green-card/after-green-card-granted/replace-green-card	https://www.fema.gov/news-release/2015/06/19/after-disaster-replacing-lost-or-damaged-documents www.uscis.gov/green-card/after-green-card-granted/replace-green-card
Pet Vaccinations	i. Check with the pet's veterinarian or organization that vaccinated the animal for documents on rabies vaccinations.	