

# Safe Deposit Box Inventory

Judith R. Urich,  
Ph.D., CFP  
Family Resource  
Management  
Specialist

Wanda W. Shelby  
Family Resource  
Management  
Specialist

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 needed and the type of protection needed should also be taken into consideration.

Safe deposit boxes are available at local banks or savings and loan associations. The rental charge depends on the size of the box and the fee structure of the institution. The annual cost for the smallest sized safe deposit box (dimensions being 3" x 5" x 22") starts at \$15. The cost of the largest sized box ranges from \$150 to \$175. A good guide to the size of a safe deposit box is to select one that is large enough for your important papers yet small enough to keep out unnecessary items.

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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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