



Greenways Realty

For North Carolina Families: The Emergency Binder for Aging Parents

Be ready for anything without scrambling for documents, phone numbers, or passwords in a crisis.

INSTRUCTIONS:

This binder is designed to help you get your aging parents organized — before there's a crisis. Print it, sit down together, fill it out, and store it somewhere safe but accessible. Update it every 6–12 months, or after any major change.

The Emergency Binder: 20 Essential Sections

1 Basic Personal Information

Full name, birth date, SSN (last 4 digits), address, and photo ID copy.

2 Emergency Contacts

Primary, secondary, nearby neighbor/friend, clergy (if applicable).

3 Medical Providers

Primary care physician, specialists, pharmacy, dentist, and contact info.

4 Medications List

Name, dosage, what it's for, refill info, and who prescribed it.

5 Medical Conditions & Allergies

Chronic issues, surgeries, history of illnesses, and allergies.

6 Health Insurance Info

Provider, policy number, Medicare/Medicaid card copies, supplemental plans.

7 Power of Attorney & Advance Directives

Copies of POA forms, living will, healthcare proxy, DNRs.

8 Legal Documents Location

Where to find will, trust, deed, title, marriage license, birth certificate, etc.

9 Financial Accounts

Bank name, account types, contact numbers, login info (optional).

10 Bills & Subscriptions

Utilities, phone, cable, streaming, insurance premiums, and how they're paid.

11 Monthly Budget Snapshot

Income sources vs. expenses — so someone can step in if needed.

12 Home & Property Info

Property addresses, mortgage info, insurance, HOA contacts, security systems.

13 Automobile Details

Car make/model, insurance info, loan/leasing details, title location.

14 Insurance Policies

Life, home, auto, long-term care, burial — provider, policy number, contacts.

15 Account Passwords & Logins

For financial, medical, insurance, email, and key subscriptions.

16 Important Contacts List

Attorney, CPA, financial advisor, insurance agent, broker, etc.

17 Military & Veterans Info

Branch, service number, discharge papers (DD-214), VA benefits.

18 Safe Deposit Box / Storage Units

Location, key or access code, list of contents.

19 End-of-Life Wishes

Burial or cremation, funeral preferences, prepaid plans, obituary notes.

20 Personal Legacy Letter (Optional)

Space for handwritten wisdom, final words, or messages to family members.

WHY THIS IS IMPORTANT:

When something happens — an ER visit, a fall, or worse — you don't want to be guessing. This binder keeps everyone calm, informed, and in control. It saves time, money, and heartbreak.

If going through this feels overwhelming — or you're not sure what's legally required in North Carolina — don't guess. Reach out to a trusted local real estate attorney.

Matthew Ceradini has helped dozens of families like yours make smart decisions during difficult transitions.

Schedule a quick strategy call at:

<https://greenwaysrealty.com>