

Useful paperwork to prepare

Important paperwork is often scattered around the house and takes some time to get together. It's really important to know where it all is, and if possible to keep it all in roughly the same place. That way it's easy to drop into a bag if you have to leave in an emergency and only have a few minutes to get things together.

This is a list of some of the other important things to keep:

- o Passport
- o Driving license
- o Pay slips, or a P45 or P60
- o Details of any benefits you are receiving
- o Bank statements
- o Documentation relating to the ownership of your home, mortgage or tenancy
- o Utility bills in your name
- o Details of any credit cards that are in joint names
- o Documents relating to immigration status and Right to Remain

If you have children:

- o Their birth certificates
- o Their passports, if they have them
- o Their savings books or details of their accounts