

# Replacing Important Papers in Kentucky

*After a disaster, important papers may be destroyed, lost, or damaged. Excerpted from toolkit developed by the University of Minnesota Extension and North Dakota State University Extension Service.*



## Birth and Death Certificates

To replace a birth or death certificate for U.S. citizens who were born or died in the United States, visit [www.vitalrec.com](http://www.vitalrec.com)

You can also contact the Kentucky Vital Records Office at 502-564-4212 or visit: <https://chfs.ky.gov/agencies/dph/dehp/vsb/>

For records of U.S. citizens born abroad: <https://travel.state.gov/content/travel/en/international-travel/while-abroad/birth-abroad.html>

For records of a U.S. citizen who died abroad: <https://travel.state.gov/content/travel/en/international-travel/while-abroad/death-abroad1/consular-report-of-death-of-a-u-s--citizen-abroad.html>

## Citizenship / Naturalization Papers

For papers related to citizenship, immigration, permanent residency, re-entry, employment, etc., complete Form N-565 available at <https://www.uscis.gov/n-565>

## Passport

Contact Passport Services: <https://travel.state.gov/content/travel/en/pasports/have-passport/lost-stolen.html>

## Credit Cards

Contact issuing financial institution:  
**American Express:** 1-800-528-4800  
**Discover:** 1-800-347-2683  
**Master Card:** 1-800-627-8372  
**Visa:** 1-800-847-2911

## Wills

Contact the attorney who prepared your will. If circumstances have changed, you may need to write a new will.

## Drivers Licenses or State ID Cards

The quickest way to obtain a duplicate driver's license is to apply in person at any state Department of Motor Vehicles (DMV).

You will need to complete an application for a license or identification card at: <https://drive.ky.gov/driver-licensing/Pages/Drivers-License-and-ID-Card.aspx#lost-drivers-license-permit-or-id-cards>

## Income Tax Returns

Request Form 4506 available at: <https://www.irs.gov/pub/irs-pdf/f4506.pdf>

To find your local IRS office, visit: <https://revenue.ky.gov/Get-Help/Pages/Service-Centers.aspx>

### Taxpayer Service Centers:

**Frankfort:** 502-564-5930  
**Louisville:** 502-595-4512  
**Northern Kentucky:** 859-371-9049  
**Owensboro:** 270-687-7301  
**Corbin:** 606-528-3322  
**Paducah:** 270-575-7148  
**Ashland:** 606-920-2037  
**Pikeville:** 606-433-7675  
**Bowling Green:** 270-746-7470  
**Hopkinsville:** 270-889-6521

## Marriage and Divorce Records

Copies of marriage or divorce records from June 1958 to present are available from the issuing county clerk or from the Kentucky Office of Vital Statistics. For records prior to June 1958, contact the issuing county.

<https://chfs.ky.gov/agencies/dph/dehp/vsb/>

To learn where to obtain vital records such as birth, death, marriage, or divorce, visit the National Center for Health Statistics:

[www.cdc.gov/nchs/howto/w2w/](http://www.cdc.gov/nchs/howto/w2w/)

## Military Discharge Papers

Request “Standard Form 180” (SF-180) from any office of Veterans Administration, the American Legion, the Veterans of Foreign Wars, the American Red Cross, a veterans’ association, or military recruiter.

<http://www.archives.gov/veterans/military-service-records/standard-form-180.html>

Find out if you are eligible for VA health benefits at <https://www.va.gov/health-care/>

## Mortgage / Insurance Policies

For mortgage papers, contact your lending agency. For insurance policies, contact the agent or company providing coverage. You may be required to complete a form, pay a fee for duplicate copies, or both. Have your policy number ready to expedite the request.

## Social Security Card

To find your local Social Security Administration office, visit:

<https://www.ssa.gov/onlineservices/>

Complete “Form SS-5” (Application for Social Security Card) available:

<https://www.ssa.gov/forms/ss-5.pdf>

## Vehicle Titles

Contact your County Clerk’s Office, listed on the Kentucky Transportation Cabinet’s Motor Vehicle Licensing System:

[drive.ky.gov/Pages/County-clerks.aspx](http://drive.ky.gov/Pages/County-clerks.aspx)

Complete a title application, available at:

[drive.ky.gov/motor-vehicle-licensing/Pages/Vehicle-Titling.aspx](http://drive.ky.gov/motor-vehicle-licensing/Pages/Vehicle-Titling.aspx)

## Property Deeds

Contact the County Clerk’s Office in the county where the property is located.

County Clerk contact information and websites may be found at:

<https://elect.ky.gov/About-Us/Pages/County-Clerks.aspx>

## Savings Bonds/Notes

Complete Form 1048E (“Claim for Lost, Stolen or Destroyed U. S. Savings Bonds”):

[www.treasurydirect.gov/forms/sav1048.pdf](http://www.treasurydirect.gov/forms/sav1048.pdf)

To replace Series HH/H Bonds, visit:

[www.treasurydirect.gov/indiv/research/indepth/hhbonds/res\\_hhbonds\\_hhreplace.htm](http://www.treasurydirect.gov/indiv/research/indepth/hhbonds/res_hhbonds_hhreplace.htm)

To replace Series EE/E Bonds, visit:

[www.treasurydirect.gov/indiv/research/indepth/ebonds/res\\_e\\_bonds\\_eereplace.htm](http://www.treasurydirect.gov/indiv/research/indepth/ebonds/res_e_bonds_eereplace.htm)

## Additional Information:

All information was verified at the time of revision (Dec. 12, 2021). However, because information is subject to change, always confirm its accuracy on your own. This tool was originally designed by the University of Minnesota Extension and North Dakota State University Extension Service. It has been adapted with permission for use in Kentucky by Dr. Nichole Huff, University of Kentucky Cooperative Extension Service.