



EMERGENCY PREPAREDNESS CHECKLIST



READY...

- Show your family how to shut off your gas, electric, and water main.
- Plan several different evacuation routes to ensure a quick evacuation.
- Designate an emergency meeting location outside the fire hazard area.
- Assemble an emergency supply kit as recommended by the Red Cross.
- Appoint an out-of-area friend or relative as a point of contact so you can communicate with family members.
- Maintain a list of emergency contact numbers at home and in your emergency supply kit.
- Keep an extra emergency supply kit in your car in case you can't get to your home because of fire.
- Have a portable radio or scanner so you can stay updated on the fire.
- Learn the location of the Red Cross or other shelters.
- Pack supplies you will need for at least two weeks.
- Pack important records and special belongings.
- Consider moving important heirlooms, property, and large animals to a safe location.
- Learn how to disconnect your automatic garage door opener and open it manually.
- Ensure you have registered your phone to receive emergency notifications.
- Plug in a traditional land-line telephone directly into a phone jack in your home if possible.
- Stay connected to official information sources such as TV, radio, Internet, text alerts, and register cell and home with E-911.

SET...

- Ensure that you have your emergency supply kit on hand that includes all necessary items, such as a battery powered radio, spare batteries, emergency contact numbers, and ample drinking water to stay hydrated.
- Turn off propane tanks.
- Load your supplies, records, and special belongings into your vehicle (leave room in your vehicle for people and pets.)
- Move large animals to a safe location.

- Stay connected to official information sources such as TV, radio, Internet, text alerts, and register cell and home with E-911.

GO...

- Take your pets now because you will not be able to retrieve them later.
- When you have reached safety, advise your family contact person you are safe.
- Consider text messaging or use social media to communicate with family members.
- Expect to be out of your home for two weeks or longer.

Items to Take:

- Three-day supply of water (one gallon per person per day)
- Non-perishable food for all family members and pets (three-day supply)
- First aid kit
- Flashlight, battery-powered radio, and extra batteries
- An extra set of car keys, credit cards, cash or traveler's checks
- Sanitation supplies
- Extra eyeglasses or contact lenses
- Important family documents and contact numbers
- Prescriptions or special medications
- Family photos and other irreplaceable items
- Easily-carried valuables
- Personal computers (information on hard drives and disks)
- Chargers for cell phones, laptops, etc.