APREAUX THIRTY ONE

PLAN · PREPARE · PROTECT · RECOVER

Household Emergency Preparedness Checklist

When a hurricane, flood, fire or tornado comes, you may have little time to act. Work through this checklist with everyone in your home, fill in the plan on page 5, and post it where the whole household can see it.

01 Know your risks

- [ ] Find your evacuation zone. In Florida: floridadisaster.org/knowyourzone
- [ ] Sign up for your county's emergency alerts (in Pinellas County: Alert Pinellas) and turn on emergency alerts on your phone.
- [ ] Learn the difference: a **watch** means conditions are possible; a **warning** means act now.
- [ ] Check your flood risk. Most homeowners and renters policies do not cover flood, and a new flood policy usually takes 30 days to begin.
- [ ] Find your nearest shelters, including pet-friendly shelters.
- [ ] If someone at home depends on electricity or medical care, ask your county about its special needs registry.
- [ ] Ask about emergency plans at work, school, childcare and your church.

02 Make your household plan

- [ ] Talk together about what to do in a hurricane, flood, fire, tornado and long power outage.
- [ ] Choose an out-of-area contact everyone will call or text if you are separated.
- [ ] Pick two meeting places: one right outside your home, one outside your neighborhood.
- [ ] Decide where you will go if told to evacuate, and map two routes to get there.
- [ ] Show adults and teens how to shut off water, gas and electricity.
- [ ] Teach children how to call 911 and to memorize one family phone number.
- [ ] Plan for older adults, people with disabilities and anyone who uses medical equipment.
- [ ] Plan for pets: carrier, leash, food, medicine and vaccination records.
- [ ] Know two ways out of every room, and practice a fire drill twice a year.
- [ ] Take a first aid and CPR class.

03 Build your emergency kits

Home kit: at least 7 days for hurricanes

- [ ] Water: 1 gallon per person per day, plus water for pets
- [ ] Food that won't spoil, and a manual can opener
- [ ] Flashlights and extra batteries (no candles)
- [ ] Battery or hand-crank weather radio
- [ ] Phone chargers and charged power banks
- [ ] First aid kit
- [ ] Two-week supply of medicines; ask your pharmacist about emergency early refills
- [ ] Glasses, hearing aid batteries and medical supplies
- [ ] Cash in small bills (ATMs and card readers may be down)
- [ ] Hygiene items, wipes, trash bags and a bucket
- [ ] Tarp, duct tape and basic tools
- [ ] Fire extinguisher (ABC type)
- [ ] Baby, elder and pet supplies

Go-bag for each person

- [ ] Water, snacks and a flashlight
- [ ] Medicines and a written medication list
- [ ] Change of clothes, sturdy shoes and rain gear
- [ ] Copies of ID and insurance cards
- [ ] Phone charger, cash and spare keys
- [ ] Comfort items for children

Car kit

- [ ] Keep the gas tank at least half full in storm season
- [ ] Jumper cables, blanket, water and snacks
- [ ] Flashlight, first aid kit and a paper map
- [ ] Car phone charger

04 Protect your documents

Recovery moves faster when you can prove who you are, what you own and what coverage you have. Keep originals in a waterproof, fireproof container, and save digital copies in a secure cloud account or on a USB drive in your go-bag.

- [ ] Photo IDs, birth certificates, Social Security cards
- [ ] Deed, mortgage statement or lease
- [ ] Medical records, prescriptions and doctors' contacts
- [ ] A room-by-room video of your home and belongings
- [ ] Homeowners or renters, flood and auto insurance policies
- [ ] Bank account and income information
- [ ] Pet vaccination and microchip records
- [ ] Receipts for major purchases and home repairs

05 Protect your home before storm season

- [ ] Have storm shutters or pre-cut plywood ready for windows
- [ ] Clean gutters and drains
- [ ] Test smoke and carbon monoxide alarms every month
- [ ] Review your policies: know your hurricane deductible and whether you have flood coverage
- [ ] Trim trees and branches near the house
- [ ] Strap the water heater and secure heavy furniture
- [ ] Store chemicals and fuel away from heat and floodwater
- [ ] Run a generator only outdoors, at least 20 feet from doors and windows

06 When a storm is coming

3 days out

- [ ] Refill prescriptions and fill the gas tank
- [ ] Get cash and charge every device
- [ ] Check your kits and restock water and food
- [ ] Photograph and video your home inside and out
- [ ] Bring in outdoor furniture, grills and decorations
- [ ] Check on older neighbors and relatives

1 day out

- [ ] Put up shutters or plywood
- [ ] Move documents into your go-bag
- [ ] Set the refrigerator to its coldest setting
- [ ] Move valuables off the floor and away from windows

If you are told to evacuate

- [ ] Leave right away. Follow the routes officials give.
- [ ] Take your go-bags, medicines, documents and pets
- [ ] Turn off utilities only if officials tell you to
- [ ] Unplug appliances and lock your home
- [ ] Tell your out-of-area contact where you are going
- [ ] Never drive or walk through floodwater: turn around, don't drown

If you stay home

- [ ] Stay in an interior room away from windows
- [ ] Keep your weather radio on for updates
- [ ] Don't go outside during the eye of the storm

Always follow instructions from local emergency officials. In a life-threatening emergency, call **911**.

07 After the disaster: your recovery checklist

The steps you take in the first days after a disaster shape how much help you can get. Work through them in this order.

1. Stay safe

- [ ] Return home only when officials say it is safe
- [ ] Stay away from floodwater and downed power lines
- [ ] Follow boil-water notices

2. Document the damage

- [ ] Photograph and video all damage before you clean up
- [ ] Make only the repairs needed to stop more damage, such as a roof tarp, and keep the receipts
- [ ] Save every receipt: hotel, food, supplies and repairs

3. Call your insurance company first

- [ ] File your claim and write down the claim number
- [ ] Ask whether your policy pays living expenses while you are displaced
- [ ] Keep a log of every call: date, name and what was said

4. Apply for disaster assistance

- [ ] If the disaster is federally declared, apply with FEMA at DisasterAssistance.gov or 1-800-621-3362
- [ ] Ask about SBA disaster loans; homeowners and renters can qualify, not just businesses
- [ ] Keep every letter you receive, and appeal a decision if you disagree

5. Keep your recovery money straight

- [ ] Track every payment: insurance, FEMA, SBA, grants and donations
- [ ] Programs can't pay twice for the same loss (duplication of benefits), so spend each payment on what it was for

6. Protect yourself from fraud

- [ ] Hire only licensed, insured contractors; in Florida, check myfloridalicense.com
- [ ] Get a written contract, and never pay the full amount up front
- [ ] FEMA never charges a fee to apply

7. You don't have to recover alone

Disaster case managers help households build a recovery plan and connect to resources. Dial **211** for local help. For emotional support, call or text the Disaster Distress Helpline at **1-800-985-5990**. In crisis, call or text **988**.

08 My household emergency plan

Fill in, then post on the refrigerator

Household members

Name	Cell phone	Medicines, medical needs or equipment

Contacts

Out-of-area contact _____

Phone _____

Local contact _____

Phone _____

Meeting places

1. Near home _____

2. Outside neighborhood _____

If we evacuate

Our evacuation zone _____

We will go to _____

Address / phone _____

Route 1 _____

Route 2 _____

Nearest shelter _____

Insurance

Home/renters co. _____

Policy # / phone _____

Flood co. _____

Policy # / phone _____

Auto co. / policy # _____

Medical

Doctor / phone _____

Pharmacy / phone _____

Veterinarian / phone _____

Utilities

Power company _____

Water / gas _____

Shutoff locations _____

_____

Emergency	Local help	FEMA	Crisis line
911	**211**	**1-800-621-3362**	**988**