

Make a Plan:

<p>Choose an “out of town” contact and share it with your family and friends. This is the person family should call after an emergency to let them know of their location and status.</p>	
<p>Choose a meeting place where family members meet if separated during an emergency – make sure the location is not in your neighborhood in case you can’t return to it after an emergency.</p>	
<p>Create a Family Plan that includes:</p> <ul style="list-style-type: none"> • Contact information for family members (cell phones, work phones, etc.) • Address of meeting place • Emergency service contact information <p>For a blank wallet-size, printable card with the above information, visit www.ready.gov.</p>	
<p>Know safe places and routes to evacuate in case of an emergency. Your family should know escape routes from your home, as well as the safest place in your home for specific types of disasters (tornado vs. earthquake). Keep the evacuation route and map in your car glove compartment in case you need to leave quickly.</p>	
<p>Know the special needs of your family and make sure to incorporate those needs into your plan.</p>	
<p>Know what you will do with your pets – take them with you if you evacuate. Make a list of friends, vets, and “pet-friendly” hotels in case the shelter won’t let you keep them with you.</p>	
<p>Keep a portable file box of important papers. Your home insurance policy and mortgage documents should be included in this file box in case your home is damaged. Other documents include health insurance documents, copies of your families’ Social Security cards, passports, and most recent school records and immunization records for your children. Also, have a list of important personal numbers, including doctors, insurance brokers, etc. Keep a copy of your wills, deeds, and other financial documents in this file box.</p>	

For more information on developing a plan, visit www.ready.gov.

Prepare your home:

<p>Fire extinguisher: Make sure everyone knows where they are kept and how to use them. Be sure to have the universal extinguishers that are appropriate for all types of fires and that they are not expired.</p>	
<p>Utilities: Know where the shut-off valves for your gas and water are – and know how to shut them off. If special tools are needed to shut them off, keep those tools by the valves. Make sure all adults know how to turn off the utilities, but do not turn off the gas as part of the learning process. Once gas is turned off, it can only be turned back on by a trained professional.</p>	
<p>Smoke alarms: Be sure to have a number of strategically placed smoke alarms in your home. Test them regularly to make sure they are in working order. Never disconnect a smoke alarm.</p>	
<p>First aid kit: Have a basic first aid kit and be sure to replenish it regularly. You should also have a smaller first aid kit for your car.</p>	
<p>Insurance: Know what type of disaster is a risk for your region and talk to your insurance broker to make sure you are covered. Regular homeowner’s insurance does not cover floods or earthquakes.</p>	

<p>Inventory: Use our home inventory worksheet to record your possessions. Take photographs of your valuables as well and keep both the photographs and inventory in the file of important documents. This information will help you claim reimbursement in the event of loss and or damage of your personal property.</p> <p>Also include information about all vehicles and get independent appraisals for valuable jewelry, art, and antiques.</p> <p>Keep copies of receipts for high-value items with these documents.</p>	
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“Hazard proof” your home:

<p>Check wiring and gas connection. Faulty wiring and gas leaks can cause fires.</p>	
<p>Check bookcases. Keep heavy items on bottom shelves. Bolt the bookcases to the wall or use safety straps in earthquake-prone areas. Use museum wax to secure breakables to shelves.</p>	
<p>Secure other large items. Use safety straps for water heaters, furnaces, and other large appliances.</p>	
<p>Don’t place dangerous items above seating or sleeping areas. Don’t put a mirror above the bed or a large framed item above the couch.</p>	
<p>Stove flammable items away from heat sources. Do not place them in an area where they could tip over and leak or roll near open flames or heat sources.</p>	
<p>Maintain your chimney. Be sure to have it professionally cleaned regularly.</p>	

Have a Disaster Kit:

At least three days of non-perishable food supply and bottled water (one gallon of water per person/per day)	
Battery- or hand- crank-operated radio or television and a supply of batteries	
Flashlights and a supply of batteries	
Utility knife and basic tools	
First aid kit and prescription medicines (as well as copies of prescriptions)	
Extra set of clothing, blankets, towels	
Water-proof matches and candles	
Whistle	
Cooking kit (such as a camping set of dishes, utensils, and cooking pots)	
Infant supplies, pet supplies, and supplies for special needs in your family (elderly, disabled, etc.)	
Photo copies of ATM cards and credit cards, supply of cash	
Personal items – extra pair of glasses, contacts/contact solution, hand sanitizer, etc.	



Buying and Owning a Home
DISASTER PREPARATION CHECKLIST
Find this and other resources at <http://www.freddiemac.com/calculators>

Sleeping bags and warm clothes if you live in a cold region	
File box of important documents and contact information for local agencies	
Portable burner or safety logs for cooking	

Contacts:

Local FEMA Office	
Local Disaster Preparedness Office	
Electric Company Account Number:	
Gas Company Account Number	
Telephone Company	
Home Insurance Agent Policy Number	
Mortgage Company Account Number	
Health Insurance Policy Number	