

Update Your Disaster Plan

COMPLETE YOUR DISASTER PLANNING CHECKLIST



I have made a plan to **communicate with family members** through this out-of-state contact and have asked my family to keep this name and number with them at all times.

Name: _____

Phone number: _____

I plan **not to evacuate** and will go to a friend or family member's home in a safe area. I have notified them and made all of the appropriate arrangements.

Name: _____

Address: _____

Phone number: _____

I plan **to evacuate** and will go to a friend's or family member's home in a safe area. I have notified them and made all of the appropriate arrangements.

Name: _____

Address: _____

Phone Number: _____

I plan to go to a **public shelter or evacuation center**.

Address: _____

I plan to stay in a **hotel/motel** in a safe area.

Name of hotel/motel: _____

Address: _____

Phone number: _____

I have calculated the **driving time** to my safe destination at approximately four times the normal driving time to account for traffic, and it is: _____ hours.

I have studied the **evacuation route** that best suits my needs. My evacuation route will include the following:

If our family is separated and we need to regroup, the following location is where **we will meet**:

I have made plans for my **special needs** family members or myself. My plans are the following: _____

I have made plans to keep my household's **animals** safe. My plans are the following: _____

I have completed my **property inventory** and placed it in a safe fire and waterproof place. Location: _____

I have made an assessment of my **insurance needs**. I have the following:

- ___ Homeowners insurance
- ___ Flood insurance
- ___ Wind and hail insurance
- ___ Renters insurance

Insurance information. Name of company, agent, phone number, and address: _____

I have completed the necessary **precautions** for the following:

- | | |
|--|------------------------------------|
| ___ Exterior windows | ___ Large windows and glass doors |
| ___ Garage doors | ___ Roof gable ends |
| ___ Roof protection | ___ Indoor hazard protection plans |
| ___ Outdoor property protection plans | ___ Trees and landscaping |
| ___ Mobile home, boat, or RV (if applicable) | |

I have identified and anticipated **extra expenses** due to a disaster, and I have calculated an approximate amount of money that will be required to see my family and myself through. That amount is: \$ _____

This guide was created by the Tampa Bay Regional Planning Council in coordination with your County Emergency Management Agency.

Digital copies of this guide are available to download at tampabayprepares.org.

Contact your county to request a hard copy.