

# Evacuation Checklist

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- If Evacuation is a Possibility
  - Map out a floor plan of your home, and include a main escape route.
  - Practice family fire drill and evacuation plans.
  - Designate a meeting place outside for all members of the household.
  - Park your vehicle facing outward and carry your car keys with you.
  - Locate your pets and keep nearby.
  - Ensure that everyone can unlock all doors and windows to escape.
  - Reinforce to your family that everyone must vacate immediately when they hear the alarm.
  - Document an annotated list of all belongings.
  - Prepare a list of valuables to take with you.
  - Keep evacuation vehicle gas tank full.
- Before Leaving
  - Leave one light on in each general area.
  - Leave windows closed - air conditioning off.
  - Follow any official agency's evacuation instructions.
  - Prepare an "information note" to leave on the door detailing who you are and where you have gone.
  - Release any livestock in the area.
  - Turn on exterior lights.
- What to Take
  - Food and water.
  - Toiletries (if time permits).
  - Clothing (if time permits).
  - Documents such as birth certificates, drivers' licenses, legal or insurance papers.
  - Money and credit cards.
  - Medications.
  - Jewelry.
  - Sentimental property, such as photo albums and irreplaceable keepsakes.