



## Critical Documents

If and when an Evacuation Order comes into play it is imperative for your safety and survival that you and your family can respond quickly. That is not the time to start figuring out 'what do I take with me' or 'what do I do about members of my family who are not with me (home, work, school). These things need to have been discussed, documented and planned for ahead of time so you can simply react and get to safety.

Normally you should have a 'GO BAG', a communication plan, grab your medications, family, pets and go. You do not at this point want to start thinking about important documents, trying to remember what is important and where the heck you last saw them. The common message in everything you will hear and read about in disaster planning is (1) PLANNING. (2) WHEN TOLD TO EVACUTATE GO! GO! GO!

What I have done is make electronic copies of my critical documents. You can do this by either scanning them or simply using your smart phone to take a picture and transfer those scans/photos to either a thumb drive or small standalone USB hard disk which can reside in your "GO BAG". These documents do not normally need much in the way of updating. I also then delete these items from my phone as they will contain very personal and financial information that I would not want available in event I lost my cell and do not store it on 'The Cloud' .... That is my personal choice.

Another point to consider: I also store an encrypted copy of this on another Thumb-Drive that I keep in my car. In the event I am not at home and there is an evacuation most likely I will not be able to get back to my house to grab my go bag (which I may or may not have not stored in my car during fire season). Thumb drives are so cheap now (saw 16GB on Amazon for \$10.00)

Below is a list of some of the items that have scanned.

### FINANCIAL

- Copy of 401Ks
- Copy of ATM card #s and bank phone number
- Copy of credit card #s and phone numbers
- Copy of each bank account (account # and balance)
- Copy of each CD, IRA, etc.
- Copy of each savings account (account # and balance)
- Copy of stocks and bonds (account #s, # shares)
- Last 3 years of 1040 and state cover sheets

### MEDICATION

- Drug prescriptions
- Glasses prescriptions
- Pet medications

### DOCUMENTS

- Birth & Death certificates
- Citizenship certificate
- Deed of trust for each property
- Driver's License for each person
- Insurance -- Life for each person
- Insurance – home, rental you own
- Insurance – policy for each vehicle
- Marriage and divorce certificate(s)
- Medicare Card(s)
- Military decorations, pins, awards
- Passport main page for each person
- Permits
- Passports (main page for each person)
- Pet vaccinations, rabies certificates
- Social Security card(s)
- Utility bill (old)
- Will(s)