

Go Kit Checklist:

In wake of Super Storm Sandy emergency preparedness has become a major topic of discussion. Personal survival items such as water, food, and shelter are the main priorities in case of evacuation, but having backups of personal and financial documents are also key elements to an effective emergency survival kit. Here is a checklist on some important items to consider when creating your own personal disaster/evacuation survival plan for your personal and financial records.

Personal:

- Photographs of every member of your family
- Copies of passports, birth certificates, social security cards...
- Military records (discharge papers or related records)
- Medical documents such as immunization records
- Medical directives in case of emergency
- Marriage licenses and divorce certificates
- Copies of wills, powers of attorney...

Insurance:

- Create a list of items in each room
- Make copies of mortgage documents
- Copy the declaration page of insurance policies
 - Homeowner
 - Flood
 - Life
 - Auto
 - Health
- Copy of property tax bill (to prove ownership in insurance claim)

Other items:

- Monthly statements from bank accounts
- Copy of credit report
 - Will have names, addresses, and account numbers for all financial responsibilities
 - Bills will still need to be paid, so have all the information in one place
- Set up online accounts
 - Banking
 - Credit cards
 - Investments
 - Paying bills
- Burn financial and personal documents to CD's in order to maximize portability and convenience
- Store important papers in fireproof box

Creating an emergency survival kit will not lessen the severity of a disaster, but being prepared will certainly make the recovery process much easier. Just remember that size, portability, and easy access to your kit are crucial factors in the case of a rapid evacuation.

For further information contact:

Timothy F. Fautsko, Principal Staff
National Center for State Courts
Court Consulting Services Division
707 17th Street – Suite 2900
Denver, Colorado 80202
303-308-4315
tfautsko@ncsc.org