

Week 1: Documents to Keep Secure

Because you never know what will happen in an emergency situation, it is important to have copies of all important family documents in your emergency kit. Especially if evacuation is necessary, these documents will make traveling much easier. Make sure if the documents are photocopies of originals you should have them laminated or keep them in a waterproof folder.



What to add to your emergency kit: Copies of birth certificates and/or passports, insurance papers (house, car, etc), identification, bank account and credit card numbers/records, local maps, wills, medical insurance cards, etc. Also make sure to have some cash and traveler's checks.

Week 2: Valuables

Your emergency kit should be in something easy to grab and easy to transport, so you might want to consider keeping valuables in it. If you choose to do this, make sure you keep your emergency kit somewhere safe and secure, but still make sure everyone in your family knows



where to find it.

What to add to your emergency kit: Computer files, jewelry, and family heirlooms

Week 3: Keepsakes

What is important to each family or household is different. Some families might have photo albums that are important where others might have many important files on their computer. Whatever is important to you, you want to make sure to have in or near your emergency kit so you can easily take it securely with you in an emergency. Of course, you can't take every photo album (taking pictures saved on disks is much easier) or every special object, so you will have to decide as a family which ones are the most important.



What to add to your emergency kit: Family videos, photo albums, precious mementos, important keepsakes and children's special toys, religious items

Week 4: Insurance

As mentioned, you will want to have copies of all your insurance records whether medical insurance, house insurance, car insurance, etc. in your kit. However, you should also make sure that you know what your insurance does and does not cover so that you are not surprised in an emergency. For example, if you have flood insurance, what exactly does it cover? Do not assume that just because you have insurance you are completely financially protected.



What to add to your emergency kit: Insurance policies—make sure to have a copy of what exactly your insurance covers. If you have a local insurance company they could lose documents as easily as you in an emergency. Having a copy means you cannot be cheated post-disaster