

FAMILY COMMUNICATIONS PLAN

use the form below to plan for an emergency

Your family may not be together when disaster strikes, so plan how you will contact one another and review what you will do in different situations.

Out-of-Town Contact Name _____
 Email _____

Phone Number _____
 Phone Number _____

Fill out the following information for each family member and keep it up to date.

Name _____
 Date of birth _____

Social Security Number _____
 Important Medical Information _____

Name _____
 Date of birth _____

Social Security Number _____
 Important Medical Information _____

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Name _____
 Date of birth _____

Social Security Number _____
 Important Medical Information _____

Where to go in an emergency. Write down where your family spends the most time: work, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should all have site-specific emergency plans.

Home

Address _____
 Phone Number _____
 Neighborhood Meeting Place _____
 Regional Meeting Place _____

Work

Address _____
 Phone Number _____
 Evacuation Location _____

School

Address _____
 Phone Number _____
 Evacuation Location _____

Work

Address _____
 Phone Number _____
 Evacuation Location _____

School

Address _____
 Phone Number _____
 Evacuation Location _____

Other place you frequent

Address _____
 Phone Number _____
 Evacuation Location _____

School

Address _____
 Phone Number _____
 Evacuation Location _____

Other place you frequent

Address _____
 Phone Number _____
 Evacuation Location _____

Important Information	Name	Telephone #	Policy #
Doctor(s)			
Other			
Pharmacist			
Medical Insurance			
Homeowners/Rental Insurance			
Veterinarian/Kennel (for pets)			

Call 9 - 1 - 1 for emergencies. Police non-emergency telephone number: 216-321-1234

