

Before the storm...

- If you live in a low-lying area or a mobile home, decide where you will go if a storm threatens. Have a backup option, too. Do you know where the nearest shelter is?
- Make a plan for your family, and tell at least two family members where you will be during a storm.
- Make arrangements for people with special needs now.
- Consider the purchase of hurricane shutters/panels if you don't already have them.
- Review your insurance policies to ensure coverage and limits are adequate. Be sure to contact your insurance agent if you have any questions or require any changes to the policies.
- Take an inventory of your personal property, room by room with the cost and date purchased. Take pictures of each room.
- Trim trees of all dead branches.
- Perform annual maintenance on generator.
- Assemble hurricane foodstuff, including non-perishable items and bottled water.

When a storm threatens...

Inside the home:

- Get your key documents** - passports, wills, contracts, insurance papers, car titles, deeds, leases and tax information - into a protected, dry place such as a safe deposit box or home safe.
- Set the refrigerator at its coldest setting** in anticipation of the power failing.
- Stock heavy duty garbage bags** for post-storm home and yard cleanup.
- Check flashlight and radio batteries** and have extras on hand.
- Charge rechargeable cellular phones**, drills, power screwdrivers, flashlights, lanterns & camera batteries.
- If you plan to go to a shelter start packing.** Don't wait until hurricane landfall to get to the shelter.

Outside the home:

- Refill** special medications.
- Get cash** (ATMs may not work for days after).
- Fill vehicle** fuel tank.
- Check battery, water, oil.** Make sure you have a spare tire and buy aerosol kits that fix, inflate flats.
- Prepare your pool.** Don't drain it.
- If you own a boat**, make necessary preparations.
- If you own a plane**, have it flown out or secured.

When a warning is issued

Inside the home:

- Move furniture away from windows** or cover with plastic.
- Move as many valuables as possible off the floor** to limit flooding damage.

Outside the home:

- Get shutters, storm panels or plywood in place** on windows.
- Don't tape windows;** tape can create daggers of glass and bake onto panes.
- Remove swings and tarps** from swing sets. Tie down anything you can't bring in. Check for loose rain gutters, moldings.
- Move grills, patio furniture, and potted plants** into your house or garage.
- Disconnect and remove satellite dish** from your roof.
- Plug roof drains** with screw-in stoppers to prevent salt water contamination to cistern.
- Secure and brace external doors**, especially the garage door and double doors.
- Move vehicles out of flood-prone areas** and into garages if possible. If not, park cars away from trees and close to homes or buildings.

After the storm...

- Take photos** of any damage to buildings or contents.
- Make any temporary repairs** to prevent further damage.
- Prepare and inventory** of items damaged.
- Contact your insurance agent** as soon as possible.

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