

The *Ultimate* HURRICANE CHECKLIST

STANDARD ESSENTIALS:

- Frill-free landline phone & basic phone service (NOT cable)
- BATTERIES! (NOT rechargeable)
- Manual can opener
- Wine key & bottle opener
- Heavy-duty double-sided screwdriver
- Portable grill w/ plenty of PROPANE or CHARCOAL
- Disposable plates, napkins, cups & utensils
- Ice trays
- Pre-cut aluminum foil sheets
- Quart & gallon-sized Ziploc bags
- LED lanterns (Atomic Beam Lantern/bulbhead.com)
- Several battery-operated fans (O2 COOL 10-inch portable fan w/ USB charging port)
- Several hand-held fans
- Plastic tarps
- Emergency drinking water system (WaterBOB.com)
- Silicone pot cover for tub drain
- Save gallon-size milk jugs for flushing toilets
- One watertight file box for important files
- Watertight container for garbage
- Well-stocked first aid kit (replenish annually)
- Bug repellent, bite ointment & sunscreen
- Flashlights & headlamps! (LED is best)
- MATCHES & multi-purpose LIGHTERS
- Rubber boots, heavy-duty work gloves & facemasks
- Large COOLERS with wheels & lots of freezer packs
- Automobile jumper cables
- Portable mobile phone chargers w/ cords
- Solar-powered mobile phone chargers w/ cords
- Unscented dry shampoo (you'll be glad you did)
- Spill-proof "safety" gas cans

OPTIONAL:

- Generator & gas (store per manufacturers manual)
- Carbon monoxide detector
- Gas-powered chainsaw (use w/ protective gear)
- NOAA weather radio

AS FAR IN ADVANCE AS POSSIBLE:

- Review all insurance coverages
- Set-up online insurance account
- Inventory of all personal property
- Photograph all personal property
- Create a master list of accounts
- Service/repair hurricane shutters
- CASH (small bills are best)
- Non-perishable food (7 days)
- Toilet paper & paper towels (7 days)
- Disposable hand-sanitizer and/or baby wipes
- Disposable disinfecting wipes
- Drinking WATER for humans & pets (1 gallon/person & pet, per day for 14 days)
- Disposable toothbrushes
- Sandbags or large bags of potting soil
- Trim trees, palm fronds & coconuts, etc.
- No shutters? Have plywood cut in advance & have an installation plan in place
- Give a spare key to a friend for safekeeping

1 WEEK BEFORE THE STORM:

- Put shutters or plywood up
- Recycle any unwanted hazardous materials (<http://www.colliergov.net/recycles>)
- Remove blades from exterior ceiling fans
- Remove and/or tie down exterior light fixtures
- Remove decorative knickknacks, pots, statues, furniture & doormats, etc.
- Purchase boxed milk, oranges, & grapefruits & apples
- Turn on Government Alerts (mobile phone)
- Blankets, pillows & inflatable mattresses
- Set aside rubber boots & rain jacket w/ hood
- Fill lots of gallon-sized Ziploc bags w/ ice
- Empty freezer & refrigerator of all perishables
- Fill gas tanks & top off all automotive liquids
- Inspect tire pressure
- LIMIT DRIVING
- Fill spill-proof gas cans & store in garage
- If you decide to evacuate, DO NOT WAIT!

THREE DAYS BEFORE THE HURRICANE:

- Wash ALL dirty laundry
- Completely clean your home
- Change linens on all beds
- Balance bank statements
- Pay all credit card bills & estimated taxes
- Be sure everyone in your family carries detailed identification & medical information at all times
- Keep current photos of all family members & pets on hand in case of emergency
- Pack one duffel/person in case of evacuation
- Store all prescription medicines; eyeglasses, contact lenses, pet meds; checkbooks and passports in a watertight container
- Scan and/or store all insurance policies, HUD statements, title insurance (home), car titles and pet records (licenses & vaccinations) in a watertight container
- Refill all prescriptions in advance

24 HOURS BEFORE THE STORM:

- Turn icemaker "off" & empty ice tray
- Pre-cook ALL meat, fish & poultry
- Crank-up the freezer & refrigerator settings to coldest setting
- Crank-up HVAC to cool home (IMPORTANT: turn AC off when power goes off)
- Securely LOCK all doors & windows
- Pull blinds down to keep your home cool
- Fill bathtubs with water. NOT FOR DRINKING!
- Fill gallon jugs with water for toilet flushing
- Limit waste water use until given the "all-clear" by local utility company
- Run dishwasher & washer/dryer 1 last time
- CHARGE all mobile phones, tablets, laptop computers & external battery packs
- Back up files to the Cloud or to an external hard-drive (keep in watertight container)
- Put computer/laptop in dishwasher & lock
- Fill several thermoses with coffee
- Tell out-of-town friends & family where you will be during the hurricane, as well as your back-up plans (i.e.: evacuate)
- Tell family & friends to limit calls/ texts
- Clear all voicemail & all deleted voicemail messages from your mobile phone
- Put hurricane supplies in one place (off the floor)

DAY OF THE STORM:

- Pull car into garage as far as possible
- Lock garage from the inside by closing safety latch & put lift on "manual" setting
- Turn off hot water heater & circuits

- Unplug ALL small appliances
- Put dry towels & bath mats on the floor surrounding all windows & doors
- Tightly close all interior doors
- Put mobile devices on LOW BATTERY mode
- Leave your mobile devices ON at all times
- Pick a place where everyone will remain for the duration of the storm
- Have a "backup" location where everyone goes in case the windows blow
- If you do move into the "backup" room, take a headcount
- Lock all exterior doors & put key in close proximity to the door
- Discuss evacuation routes in advance
- Flying debris? Evacuate immediately!
- Wear long pants, sneakers & socks (NO shorts & NO flip-flops)
- Everyone should have a raincoat, rubber boots, umbrella and flashlight/headlamp readily available in case of emergency
- Keep passport, driver's license/identification, cash and credit/debit/ATM cards together in a handbag or Ziploc bag and place next to your raincoat for quick retrieval
- Turn off TV & unplug until power is stable
- Turn HVAC & corresponding circuits OFF. (Air handler first followed by condenser)

AFTER THE STORM:

- Reset HVAC system by turning air handler & condenser circuits OFF for 10 minutes before turning back on
- Change air filters & reset temperature to normal
- Run 2 full cycles in clothes washer & dishwasher to ensure water is clean
- Run 2 or 3 full ice maker cycles
- Reset refrigerator/freezer to normal
- Report all damages to insurance company
- Replenish all supplies after the storm
- Remove batteries from all flashlights, radios & fans when not in use

PET OWNERS:

- Pet food, meds & anti-anxiety pills stored in watertight container (2-week supply)
- Copy of all current vaccines & licenses
- Secure animals in crates with toys & long-lasting rawhide bones during & after storm
- ALWAYS secure pets with harness & leash
- Microchip all pets & have current ID on collar
- Puppy "pee-pee" pads
- Collapsible pet cages (essential for shelter)