**Checklist**

**Water/Plumbing management**

**Backup Generator management**

* Consider setting generator to “off” mode

**Neighborhood Contact Management**

* If practical, advise neighbors (by text) we are evacuating.

**HVAC Management**

* Turn off HVAC System at all thermostats

**Home Security Management**

* Lock all doors
* Set alarm system to “away”

**Power Management**

* Consider turning power OFF at breaker box

**Firearms**

* Secure all firearms

**Reposition Additional Vehicles**

* Move additional vehicles to friend’s house or other area of safety

**Load Out**

*Consider staging load outs for faster loading if time permits.*

**Priority 1 Load**

**Lock boxes**

**Keys and Spare Keys**

**Jewelry Items**

**Important Documents**

**Pets and Pet Items**

* Vet records on flash drive
* Leashes and harnesses
* Canned food
* Treats
* Bowls
* Dry food
* Large crate
* Beds
* Toys

**Computers/External Hard Drives/Backpacks/Briefcases**

* Upstairs
  + Two laptops
  + External hard drive attached to large laptop (labeled accordingly)
  + Power Cords for both computers
  + Load these items into briefcase

**Priority 2 Load**

**Clothing and Toiletries – essential only**

**Memorabilia**

**Priority 3 Load**

**Artwork**

**More clothing**