

EVACUATION READINESS CHECKLIST

Be ready before disaster strikes. This checklist can save your family.

This checklist works for any disaster: wildfire, flood, or anything else that forces you to leave home fast. Print it. Keep it somewhere easy to find. Go through it with your family once a year.

■ DO THESE ONCE A YEAR

Pick a date and put it in your calendar. Do this every single year.

Check Your Insurance

- ☐ Call your insurance company and review your policy
- ☐ Write down your policy number and your insurance agent's phone number
- ☐ Ask if your home is covered for wildfire, flood, and other disasters
- ☐ Keep a copy of your policy somewhere easy to grab fast
- ☐ Make sure your coverage amount is enough to rebuild your home today
- ☐ Set a recurring calendar reminder every year to review your insurance
- Tip: Building costs go up every year. Your old coverage might not be enough anymore.*
- Tip: Put it in your phone right now. Do not rely on memory.*
- ☐ Ask about additional living expenses coverage (pays for a hotel if you are evacuated)

Take Photos and Video of Everything You Own

- ☐ Walk through every room and take video of all your belongings
- ☐ Take photos of artwork, jewelry, and valuable items
- ☐ Open every kitchen cupboard and drawer and film inside
- ☐ Document every piece of any collection you own
- Tip: Imagine replacing your entire spice rack, pantry, and utensil drawer. Your insurance needs proof.*
- Tip: Collectibles are hard to replace and hard to prove. Photos of every single piece protect you.*
- ☐ Open closets, drawers, and cabinets in every room and film inside
- ☐ Update your video any time you buy something valuable
- Tip: Store this video in cloud storage, email it to yourself, or save it on a USB stick kept outside your home.*
- ☐ Film serial numbers on big items like TVs, appliances, and computers

■ IMPORTANT DOCUMENTS

Put these in a waterproof bag or folder. Keep it in your go bag or somewhere easy to grab. You can also scan them and save them to a secure app or email them to yourself.

- ☐ Passports for every family member
- ☐ Car insurance and vehicle registration
- ☐ Birth certificates
- ☐ Wills and power of attorney papers
- ☐ Health cards
- ☐ Mortgage documents or lease agreement
- ☐ Status cards (if applicable)
- ☐ Pet vaccination records
- ☐ Social Insurance Number cards or a note with each person's SIN
- ☐ Children's immunization records
- ☐ Driver's licence (keep the real one on you)
- ☐ A list of all medications each family member takes
- ☐ Home insurance policy and agent's phone number

■ YOUR GO BAG (KEEP THIS PACKED AND READY)

A go bag is a bag you can grab in seconds and walk out the door. Keep it near your front door or in your car. Check it twice a year.

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| ☐ A backpack or duffel bag that is easy to carry | ☐ Toilet paper and paper towels |
| ☐ Enough water for each person for 3 days (about 4 litres per person per day) | ☐ Phone charger and a backup battery pack |
| ☐ Enough food for 3 days (granola bars, canned food, nuts, dried fruit) | ☐ Copies of your important documents (see documents section below) |
| ☐ A manual can opener | ☐ A written list of important phone numbers |
| ☐ A first aid kit | <i>Tip: Write numbers down. Your phone may die or get lost.</i> |
| | ☐ N95 or KN95 masks for every family member |
| | <i>Tip: Wildfire smoke is toxic. Masks are especially important for children and elderly.</i> |
| ☐ Flashlight and extra batteries | ☐ Small garbage bags (at least 10) |
| ☐ Battery-powered or hand-crank radio | ☐ Spare set of car keys and house keys |
| ☐ At least \$100 cash in small bills (machines may not work during a disaster) | ☐ Baby supplies if needed (formula, baby food, diapers, soother) |
| ☐ A change of clothes for each person | ☐ CPAP machine or any sleep apnea device |
| ☐ Warm layers and a rain jacket | ☐ Backup glasses or an extra pair of contact lenses |
| ☐ A basic tool kit (wrench to turn off your gas if needed) | ☐ A USB drive with scanned copies of your documents and photos |
| ☐ Hand sanitizer, soap, and basic hygiene items | |

■ YOUR FAMILY PLAN

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| ☐ Pick a meeting spot near your home in case you get separated | ☐ Know two ways out of your neighbourhood |
| | <i>Tip: Roads can get blocked fast. Drive your backup route now so you know it.</i> |
| ☐ Pick a second meeting spot farther away in case you cannot get close to home | ☐ Keep your gas tank full during fire season at all times |
| | <i>Tip: During fire season, treat an empty tank like an emergency. Fill it before it hits half.</i> |
| ☐ Choose one person outside your city that everyone can call or text | ☐ Practice the plan with your family at least once a year |
| ☐ Write down that person's number and give it to every family member | ☐ Follow only official sources during a disaster (local authorities, government alerts) |
| | <i>Tip: Social media spreads wrong information fast. Stick to official sources only.</i> |

■ KIDS

Kids do better when they know the plan ahead of time. Talk to them before anything happens. Keep it calm and simple.

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| ☐ Talk to your kids about what an evacuation is and why it happens | ☐ Pack a comfort item for young children (a stuffed animal or blanket) |
| ☐ Tell them the plan so they are not scared if it happens for real | ☐ Pack snacks and activities for long drives or waiting |
| ☐ Pick a meeting spot outside your home in case you get separated | ☐ Pack extra clothes and diapers if needed |
| ☐ Make sure kids old enough to use a phone know two phone numbers by heart | ☐ Know where your kids are at all times during an evacuation |
- Tip: Children feel calm when parents stay calm. Take a breath before you speak to them.*
- ☐ Pack their medications, health cards, and immunization records

■ PETS

Do not leave your pets behind. Plan for them now so you are not scrambling later.

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| ☐ Have a carrier or leash ready and easy to find | ☐ Make sure your pet has a collar with an ID tag and your phone number |
| ☐ Pack enough pet food and water for 3 days | ☐ Have a recent photo of your pet saved on your phone |
| ☐ Pack any pet medications | ☐ Know which hotels or evacuation centres accept pets ahead of time |
- Tip: Not all evacuation centres allow pets. Search your area now and save the list.*
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| ☐ Pack vaccination records (some evacuation centres need these) | ☐ Pack a favourite toy or blanket to help your pet stay calm |
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■ MEDICATIONS AND HEALTH

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| ☐ Pack all prescription medications for every family member | ☐ Pack hearing aids and batteries |
| ☐ Pack a 7-day supply if you have extra on hand | ☐ Pack any medical devices (inhalers, EpiPens, blood pressure monitors) |
- Tip: Ask your pharmacist in advance for an emergency supply if your medications are running low.*
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| ☐ Pack glasses, contacts, and contact solution | ☐ Write down all medication names, doses, and prescribing doctors |
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■■ DURING FIRE AND FLOOD SEASON: KEEP YOUR GAS TANK FULL AT ALL TIMES

Do not wait until a warning is issued. Gas stations run out fast. Every litre in your tank is one less thing to worry about when it matters most.

■ WHAT TO TAKE WITH YOU

Pack for at least one week. You may not be able to go back for a while.

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| ☐ Your go bag (already packed) | ☐ Entertainment for kids (books, small toys, tablet, headphones) |
| ☐ A week of clothes for each person including underwear and socks | ☐ Laptop or tablet if you work remotely |
| ☐ Sturdy shoes or boots for each person | ☐ Christmas ornaments and keepsakes stored somewhere easy to grab fast |
| | <i>Tip: Keep sentimental boxes near the front of your storage area, not buried in the back.</i> |
| ☐ Blankets and pillows | ☐ A full tank of gas before you go |
| | <i>Tip: Gas stations may run out during a mass evacuation. Keep your tank full when a disaster is possible.</i> |

■ WHEN YOU LEAVE YOUR HOME (IF YOU HAVE TIME)

Only do these steps if you have enough time and it is safe to do so. Your safety comes first. Never delay leaving to complete this list.

Inside your home:

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| ☐ Grab your go bag and important documents | ☐ Empty garbage cans inside the house |
| ☐ Grab medications for every family member | ☐ Turn off the furnace |
| ☐ Grab your pets and their supplies | ☐ Turn off the air conditioner |
| ☐ Take sentimental items that cannot be replaced (photos, heirlooms, jewelry) | ☐ Close all interior doors (this slows fire spread inside your home) |
| ☐ Run the dishwasher if it is full | ☐ Close all windows |
| ☐ Move laundry from the washer to the dryer and run it | ☐ Turn off and unplug electronics and appliances |

Outside your home:

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| ☐ Move propane tanks, gas cans, and other flammables away from your house | ☐ Close your garage door |
| ☐ Move patio furniture and doormats away from the house | ☐ Leave your outdoor lights on so your home is visible through smoke |
| ☐ Close all vents if you can (this helps keep smoke and embers out) | ☐ Lock your home before you leave |

Tip: If fire crews need to get in, they can break down the door.

When an emergency hits, your brain shifts into survival mode. Stress makes it harder to think clearly, remember details, and make decisions. This is normal. It happens to everyone. It is even harder when your children are watching you and looking to you to stay calm. The single best thing you can do for your family right now is prepare before anything happens. When you already know the plan, you do not have to think. You just go. Your kids feel your calm. Your pets follow your lead. Preparation is not about fear. It is about giving yourself the gift of being ready so you can focus on what matters most: getting everyone to safety.

This checklist was created to help families in Fort McMurray and across Canada prepare for any disaster. For more resources visit ReadyToEvac.com. Prepared by Melanie Galea, RE/MAX Connect | 825-255-8775 | soldbymelanie.ca