



## The Law Enforcement Families Readiness Initiative

### Family Preparedness Checklist

A carefully prepared and executed pre-disaster/deployment checklist can save you and your family from problems associated with a disaster situation or the officer's deployment away from home. It is very important for you, as a law enforcement family, to have certain documents in your possession. Law enforcement spouses/family members are often required to take over the family during the officer's absence; therefore, it is important that information and documents named in this checklist are located and obtained. You are encouraged to keep originals or copies of all listed documents in a special container (safety deposit box, fireproof box, etc.) in a location you can find immediately and is known to both you and your spouse/family member.

- Marriage Certificate
- Birth Certificates of all family members:
  - Wife
  - Husband
  - Children
- Divorce Papers
- Death Certificates
- Savings Book
- Medical (Shot) and Dental Records of all family members (including pets)
- Citizenship/Naturalization Papers
- Adoption Papers
- Passports/Visas (remove only when needed for international travel)
- Insurance Policies (Note: Company, Policy # and Amount of Payment)
- Real Estate Documents (leases, mortgages, deeds, or promissory notes)
- Copies of Installment Contracts and Loan Papers
- Current list of immediate next of kin, personal lawyer, trusted friend (include phone # and address)
- Car Title (registration should be in car)
- Copy of Recent Pay Stub (Employer information and routing number for direct deposit)
- Copies of Utility Bills containing Utility Account Information
- Bank and Credit Union Account Information and Account Numbers
- Social Security Number of each family member
- Current addresses and telephone numbers of immediate family members of both spouses