



Family Communication Plan

Your family may not be together when emergency strikes, so plan how you will contact one another and review what you will do in different situations

Out of Town Contact Name _____ Phone _____

E-mail _____ Phone _____

Fill out the following information for each family member and keep it up to date.

Name _____ Social Security Number _____
Date of Birth _____ Important Medical Info. _____

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Where to go in an emergency. Write down where your family spends the most time: work, school, and other places you frequent. Schools, daycare providers, workplaces, and apartment buildings should all have site-specific emergency plans.

Home

Address _____
Phone _____
Neighborhood Meeting Place _____
Regional Meeting Place _____

Work

Address _____
Phone _____
Evacuation Location _____

School

Address _____
Phone _____
Neighborhood Meeting Place _____
Regional Meeting Place _____

Work

Address _____
Phone _____
Evacuation Location _____

School

Address _____
Phone _____
Neighborhood Meeting Place _____
Regional Meeting Place _____

Other place you frequent:

Address _____
Phone _____
Evacuation Location _____

School

Address _____
Phone _____
Neighborhood Meeting Place _____
Regional Meeting Place _____

Other place you frequent:

Address _____
Phone _____
Evacuation Location _____

ReadyShelby.org



Make note of important contacts, phone numbers and policy numbers Dial 9-1-1 for emergencies!

Important Information	Name	Telephone #	Policy #
Doctor			
Doctor			
Pharmacist			
Medical Insurance			
Homeowner's Rental Insurance			
Veterinarian/Kennel			
Other			
Other			
Other			

Every family member should have a copy of the information below:

ReadyShelby.org Emergency Contact Card

Contact Name: _____
 Contact Phone #: _____

Out of Town Contact: _____
 Phone #: _____

Meeting Place: _____
 Meeting Place #: _____

Other Information: _____

ReadyShelby.org Emergency Contact Card

Contact Name: _____
 Contact Phone #: _____

Out of Town Contact: _____
 Phone #: _____

Meeting Place: _____
 Meeting Place #: _____

Other Information: _____

ReadyShelby.org Emergency Contact Card

Contact Name: _____
 Contact Phone #: _____

Out of Town Contact: _____
 Phone #: _____

Meeting Place: _____
 Meeting Place #: _____

Other Information: _____

ReadyShelby.org Emergency Contact Card

Contact Name: _____
 Contact Phone #: _____

Out of Town Contact: _____
 Phone #: _____

Meeting Place: _____
 Meeting Place #: _____

Other Information: _____