

# Evacuation Checklist

What you should prepare **BEFORE** an event occurs

## GO BAG ESSENTIALS:

- ☐ Important documents: bank, IRS, trust, investment, insurance policy, birth certificates, medical records and passwords, Driver's license, passport – you will be credentialed for reentry
- ☐ Address book including medical and veterinarian contact information
- ☐ Credit, debit cards and cash
- ☐ Medications, Rx numbers, dentures, contact lenses and glasses
- ☐ Keys: car keys and sets of keys for home, storage units, safes, outdoor equipment, etc.
- ☐ Computer backup files & thumb drives
- ☐ Inventory of home contents (consider making a video inventory now, prior to an emergency)
- ☐ Cell phone charger, car charger and battery packs
- ☐ Personal toiletries and ear plugs, baby formula and diapers
- ☐ Clothing/essentials for 3 – 5 days
- ☐ Non-perishable food and water (coffee) for 72 hours
- ☐ Family heirlooms (list), photo albums and videos

**\*Consider making your own personalized list and designating who in your home is getting what.**

## NOTES:

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## PREPARE FAMILY MEMBERS

- ☐ Plan safe evacuation routes from your home and ensure your family knows them
- ☐ Designate a safe meeting place and contact person out of area
- ☐ Register for a local CodeRED:  
<http://bit.ly/LPCCodeRed> or  
**Scan this QR Code:**

» Contact county emergency management for details 970-385-7552



## PREPARE PETS:

- ☐ Have identification on your animal
  - » Many animal species can be microchipped
- ☐ Have veterinary records and medications in one easy-to-find place
- ☐ Transport food, water and bowls in easy-to-carry, sealed containers
- ☐ Ask your neighbor's help if you are not home during an evacuation
  - » Do you have a family member or friend that can help house your animals?
- ☐ Dogs and small pets should be securely crated/leashed with only one animal per carrier
  - » Even well-behaved pets can panic and run away during a stressful event; a carrier can keep them safe

## PREPARE HORSES, LIVESTOCK & OTHER LARGE ANIMALS:

- ☐ Have a livestock trailer and reliable vehicle for towing the trailer
- ☐ Practice loading your livestock into the trailer and towing it before an emergency

**\*IF YOU MUST LEAVE ANIMALS BEHIND, NOTIFY EMERGENCY OPERATIONS CALL CENTER AS SOON AS POSSIBLE:  
970-385-8700**



# Evacuation Checklist

You received a CodeRED notice to evacuate –  
what should you do?

## GO BAG ESSENTIALS:

- ☐ Follow your pre-designated personalized list(s)
  - » You can download from our website
    - ☐ Family heirlooms, photos & videos
- ☐ Load your go bag(s) in vehicle(s)

## PREPARE FAMILY MEMBERS:

- ☐ Relay your plans to a contact person

## WHAT TO WEAR:

- ☐ Wear only cotton or wool clothes, including long pants, long-sleeved shirt or jacket, a hat, and boots
- ☐ Carry gloves, water to drink, and goggles
- ☐ Keep your cell phone, a flashlight, and portable radio with you at all times
- ☐ Tune in to a local radio station and listen for instructions

## PREPARE VEHICLE:

- ☐ Keep your vehicle's gas tank full
- ☐ If you can lift your garage door manually, place vehicle in the garage pointing out with the keys in the ignition and disconnect the electric garage door opener. If not, park in your driveway facing out
- ☐ Roll up the car windows
- ☐ If you do not drive, make other arrangements for transportation in advance
- ☐ Close garage door when you leave

## INSIDE THE HOME:

- ☐ Close all interior doors and all windows
- ☐ Leave a light on in each room
  - ☐ Remove lightweight, non-fire-resistant curtains and other combustible materials from around windows
  - ☐ Close fire-resistant drapes, shutters, and blinds
- ☐ Turn off propane or natural gas valves
- ☐ Close fireplace damper
- ☐ Close or block off any doggie-doors
- ☐ Lock-up firearms or valuables

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CENTER AS SOON AS POSSIBLE:  
970-385-8700

For more info on the incident and evacuation  
location, scan the QR code:

Or go to:  
[www.readylaplata.org](http://www.readylaplata.org)



## NOTES:

## Evacuation Status Definition

- Green means GO now: Mandatory evacuation
- Yellow means SET: Pack your things, be prepared for evacuation
- Red means READY: Be ready for possible evacuation
- Grey means PLANNING: Evacuation areas identified for planning purposes only - No status assigned