

Emergency Preparedness Checklist

Purpose and Emergency Context

When staying in place is no longer the safest option, whether due to property damage, evacuation orders, or worsening conditions, you may need to evacuate and implement your bug-out plan.

This checklist helps households track essential supplies, emergency contacts, medical information, and route details needed for a bug-out kit. Expiration dates for stored medications, food, and water are highlighted in red, making it easier to identify items that need to be replaced.

Proper preparation will not only reduce stress during an emergency but can also save your life and the lives of your family.

Government Preparedness Resources

For additional guidance on emergency preparedness, consult the following government resources: <https://www.ready.gov/> or <https://www.fema.gov/emergency-managers/national-preparedness/plan>

Quick Reference

For full interactive functionality, please download the PDF and use it in Adobe Acrobat Reader. Tables use the following status values: OK / Low / Missing / Replace. Dates use YYYY-MM-DD format to verify that the corresponding item is not expired.

Emergency Preparedness Checklist

Checklist Review Tip

Tip: Review and update your emergency preparedness checklist at least twice per year.

Planning Overview

Household Summary

Adults	Kids
Pets	Vehicles
People Total	Days Planned
Primary Contact	Meet-Up Point

Preparedness Dashboard

Status	Overdue	Review Due	Attention
Water On Hand	Goal / Person	Water Days	Meals On Hand
Meals / Person	Food Days	Cover Reviewed	

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Medical Summary

medications, allergies, medical devices

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Pet Profile

name, species, medications, veterinarian, microchip number

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Utility and Emergency Contacts

Document Storage and Copies

physical location, cloud backup, access instructions

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Emergency Preparedness Checklist

Bug-Out Fuel Tip

Tip: Before a hurricane or other natural disaster, fill up your gas tank in advance.

Destination Card 1

address, contact, route, alternate route, pet restrictions

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Destination Card 2

address, contact, route, alternate route, pet restrictions

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Vehicle Readiness and Loadout

Phone Numbers, Radio Channels, Route Notes

Emergency Preparedness Checklist

Important Note

Water: Store one gallon per person per day. Each person should have enough water for several days for drinking and sanitation; try to keep more when space permits.
Safety: Never operate grills, camp stoves or propane-burning equipment inside a home, garage, or enclosed area.

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Owner	Storage
Documents and Planning										
	Records and IDs									
	Pet records									
	Printed photos									
	Printed checklist									
	Printed phone list									
	Cash									
	Maps									
	Compass									
	Sillcock key / water key									
Food and Water										
	Human food									
	Water									
	Water emergency kit									
	Water mug									
	Mess kit									
	Portable camp stove or grill - outdoor use only									
	Propane									
	Fishing equipment									
Medical and Hygiene										
	Insulin									
	Heart medication									

Emergency Preparedness Checklist

Inventory Grid

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Packed In	Lbs
Medical and Hygiene (cont.)										
	First aid kit									
	Pet first aid kit									
	Bug spray									
	Toilet paper									
Pet										
	Pet food									
	Pet water bowl									
	Pet toys									
	Pet carrier									
	Pet leashes									
	Pet sweaters									
	Pet rain coat									
	Pet treats									
	Pet life vest									
Clothing and Shelter										
	Clothes									
	Poncho / rain layer									
	Blanket									
	Tent									
	Sleeping bag									
Tools, Power, and Safety										

Emergency Preparedness Checklist

Inventory Grid

Done	Item	Qty	Target	Status	Priority	Checked	Review	Expires	Packed In	Lbs
Tools, Power, and Safety (cont.)										
	Multitool									
	Shears / heavy scissors									
	Rope									
	Sewing kit									
	Knife									
	Shovel and/or axe									
	Duct tape									
	Road flare									
	Boating horn									
	Batteries									
	Emergency radio									
	Emergency phone / backup handset									
	Walkie talkie									
	Flashlight									
	Geiger counter									
	Extra charging cables									
	Matches									
	Lighter									
	Tinder									

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Section Notes

Documents and Planning

Section Notes

Seasonal / Climate Swap Notes

Food and Water

Section Notes

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Medical and Hygiene

Section Notes

Seasonal / Climate Swap Notes

Pet

Section Notes

Seasonal / Climate Swap Notes

Clothing and Shelter

Section Notes

Seasonal / Climate Swap Notes

Tools, Power, and Safety

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