OFFICE AND PERSONAL KIT SUPPLIES

- ☐ **Water for 7 to 10 days**
  1 gallon per day, per person. Pre-packaged or fill clean, food-grade containers yourself. Do not use dairy containers to store water. 2 liter soda bottles work well (2 bottles = 1 gallon). Larger containers (2.5 gal, 5 gal) work well also.
- ☐ **Non-perishable food for 7 to 10 days**
  Use foods that do not need refrigeration and use little to no water or cooking to prepare. Foods can be canned or dry. Be sure to include some portable items in case you need to leave home. Include dry formula and baby food if needed. Pack a manual can opener.
- ☐ **First aid kit/supplies**
  Include bandages of various sizes, pain & fever reducer, hand sanitizer, scissors and bandaging tape.
- ☐ **Shelter Items**
  Tarp or tent, plastic sheeting for window repairs.
- ☐ **Items for warmth & sleeping**
  Blankets or sleeping bags. Also, one set of extra clothing, sturdy shoes, socks, coat, hat, gloves and rain poncho.
- ☐ **Alternate lighting**
  Flashlights with extra batteries. A few hand crank flashlights are handy also.
- ☐ **Communication**
  Hand crank or battery operated radio with extra batteries (some come with cell phone charger port).
- ☐ **Sanitation**
  Large garbage bags, toilet paper, diapers, hand sanitizer and moist towelettes.
- ☐ **Personal hygiene**
  Toothpaste/brush, soap, feminine supplies.
- ☐ **Tools**
  Utility knife, wrench for turning off utilities *if needed*, pry bar, axe, rope, duct tape, ABC fire extinguisher.
- ☐ **General items**
  Whistle, dust masks, extra cash in small denominations and a backpack in case you must leave home, extra set of car and home keys.
- ☐ **Personal documents**
  Copies of insurance policy, birth certificates, driver's license, marriage certificate, social security cards, list of credit cards and bank accounts. You can also store important documents on USB drive.
- ☐ **Medications**
  Extra supply and list of required medications.
- ☐ **Medical & vision aids**
  Extra eyeglasses and/or contacts, contact lens case and multipurpose solution, extra wheel chair battery or cane and other required assistance aids.

HELPFUL HINTS

- ☐ Store food and water in a cool, dry location.
- ☐ Include re-usable place setting, utensils and pot for boiling water.
- ☐ Include a hand-operated can opener for canned foods.
- ☐ If you can't boil water, you can disinfect it using household bleach. Add 1/8 teaspoon (or 8 drops) of regular, unscented, liquid household bleach for each gallon of water, stir it well and let it stand for 30 minutes before you use it.
- ☐ Having a Boy Scout manual or similar survival guide may be useful.
- ☐ Have a few comfort items like books, games, cards and a pad of paper and pens.
- ☐ Include a list of friends, family, physicians, kennel and other emergency phone numbers. Keep in mind, your personal address book on your cell phone may not be accessible.

CUSTOMIZE YOUR KIT:

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