



Family Emergency Communications Plan

Family Emergency Communication Plans can help to make sure you keep in contact with family and friends during an emergency or disaster.

Emergency Contact Information

Out-of-Town Contact

Name: _____
Home: _____
Cell: _____

Meeting Location

Alternate Meeting Location

Family Member Work Information

Workplace: _____
Address: _____

Phone: _____
Evacuation Location: _____

Out-of-State Meeting Location

Family Member Work Information

Workplace: _____
Address: _____

Phone: _____
Evacuation Location: _____

School Information

School: _____
Address: _____

Phone: _____
Evacuation Location: _____

- ☐ Family should fill out this plan together so that everyone is aware of, and familiar with, the information recorded.
- ☐ Select a family meeting spot where everyone can go in case you are separated.
- ☐ Learn where your city or town's shelter is located and how to get there.
- ☐ Make sure each family member has a copy of this plan and that it is easily accessible for all to see.
- ☐ Go over your family communications plan at least 3-4 times a year to ensure that it is up-to-date and maintained.
- ☐ Remember: Unless there is imminent danger, text don't talk! Texts may have an easier time getting through during an emergency or disaster as phone lines could be tied up.



Family Emergency Communications Plan

Medical & Insurance Information

Family Information

Name: _____
Date of Birth: _____ SSN: _____
Medical Information: _____

Medical Contact

Doctor: _____
Phone: _____
Cell: _____

Family Information

Name: _____
Date of Birth: _____ SSN: _____
Medical Information: _____

Medical Contact

Doctor: _____
Phone: _____
Cell: _____

Family Information

Name: _____
Date of Birth: _____ SSN: _____
Medical Information: _____

Medical Contact

Doctor: _____
Phone: _____
Cell: _____

Insurance Information

Medical Insurance: _____
Phone: _____
Policy Number: _____

Family Information

Name: _____
Date of Birth: _____ SSN: _____
Medical Information: _____

Insurance Information

Homeowners/Rental Insurance: _____
Phone: _____
Policy Number: _____

Visit [Ready.gov](https://ready.gov) for more information on making a plan.

