

Hurricane Preparedness Checklist

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Hurricane Preparedness Checklist

Dear [Recipient's Name],

As hurricane season approaches, it is important to ensure that you and your family are prepared. Please find below a checklist to help you get ready:

Emergency Supplies

- Water (at least 1 gallon per person per day for at least 3 days)
- Non-perishable food (at least a 3-day supply)
- Flashlight and extra batteries
- First aid kit
- Whistle to signal for help
- Dust mask to help filter contaminated air
- Moist towelettes, garbage bags, and plastic ties for personal sanitation

Important Documents

- Copy of insurance policies
- Identification (ID cards, passports)
- Medical records
- Bank account information

Evacuation Plan

- Know your evacuation routes
- Have a designated meeting spot for family members
- Keep your vehicle fueled

Communication

- Fully charged mobile phones and power banks
- List of emergency contacts
- Consider a portable radio

Please ensure that you review this checklist and take necessary actions to prepare for the hurricane season. Stay safe and take care.

Sincerely,

[Your Name]

[Your Contact Information]