

# **EMERGENCY CHECKLIST**

## **WHAT YOU NEED TO TAKE WHEN YOU LEAVE**

### **IDENTIFICATION**

- IDENTIFICATION FOR YOURSELF
- DRIVER'S LICENSE AND VEHICLE REGISTRATION
- CHILDREN'S BIRTH CERTIFICATES
- YOUR BIRTH CERTIFICATE
- MARRIAGE CERTIFICATE
- PASSPORT(S)

### **FINANCIAL**

- TAX RETURN(S)
- MONEY
- PROOF OF FINANCIAL ASSETS (IE: RETIREMENT ACCOUNTS, SAVINGS, ETC.)
- CHECKBOOKS, ATM CARD, CREDIT CARDS
- SOCIAL SECURITY CARDS FOR YOURSELF & CHILDREN, (SSN# FOR SPOUSE)
- MORTGAGE PAYMENT BOOK

### **LEGAL**

- ORDER FOR PROTECTION HARASSMENT RESTRAINING ORDER
- ALL OTHER INSURANCE PAPERS AND CARDS
- MEDICAL CARDS & RECORDS FOR ALL FAMILY MEMBERS
- DIVORCE PAPERS, SEPARATION/CUSTODY PAPERS
- LEASE, RENTAL AGREEMENT, HOUSE DEED
- WORK PERMITS, GREEN CARD
- WILL, POWER OF ATTORNEY

### **OTHER**

- CLOTHES
- MEDICATIONS
- KEYS - HOUSE, CAR, OFFICE, SAFETY DEPOSIT BOX, & SPARE KEYS
- ADDRESS BOOK
- ITEMS OF SPECIAL SENTIMENTAL VALUE
- SMALL SELLABLE ITEMS
- PICTURES
- SCHOOL & VACCINATION RECORDS
- JEWELRY
- CHILDREN'S SMALL TOYS
- PROTECT OR DELETE PRIVATE COMPUTER INFORMATION

**YOUR SAFETY IS MOST IMPORTANT! DO NOT WASTE TIME**

**GATHERING ITEMS IF YOUR SAFETY IS IN JEOPARDY.**

**I**F YOU ARE LIVING IN A VIOLENT SITUATION, PROTECTION PLANNING IS THE PROCESS OF DEVELOPING A PLAN A & PLAN B BEFORE THEY ARE ACTUALLY NEEDED. THE ONLY SKILLS REQUIRED FOR PROTECTION PLANNING ARE COMMON SENSE AND INGENUITY. PROTECTION PLANNING MUST BE VERY INDIVIDUALIZED, BUT THE FOLLOWING IDEAS COULD BE CONSIDERED:

- 1) ASK NEIGHBORS TO CALL THE POLICE WHENEVER THEY HEAR SOMETHING SUSPICIOUS.
- 2) HIDE AN EXTRA SET OF CAR AND HOUSE KEYS.
- 3) ASK FRIENDS OR NEIGHBORS IF YOU CAN COME OVER OR CALL AT ANY TIME OF THE DAY OR NIGHT.
- 4) HIDE ENOUGH CASH FOR A CAB AND/OR MOTEL ROOM.
- 5) FILE FOR AN ORDER FOR PROTECTION AND USE IT.
- 6) GIVE YOURSELF PERMISSION TO CALL THE POLICE, TEACH YOUR CHILDREN HOW TO DIAL.
- 7) IF YOU CALL THE POLICE, INSIST ON A COPY OF THE REPORT AND GET THE OFFICERS BADGE NUMBERS
- 8) TRUST YOUR INSTINCT AND LEAVE WHEN YOU SENSE THAT YOUR ABUSER'S BEHAVIOR IS ESCALATING.
- 9) KEEP ALL IMPORTANT PAPERS IN ONE SAFE, ACCESSIBLE PLACE (BIRTH CERTIFICATES, MARRIAGE
- 10) LICENSE, INSURANCE POLICIES, CHECK STUBS, ETC.)
- 11) PACK A SMALL BAG OF CLOTHES AND ESSENTIALS AND HIDE IT. A GARBAGE BAG WILL BE LESS CONSPICUOUS THAN A SUITCASE.
- 12) PURCHASE AND USE A SCREECH ALARM IN CASE YOU CAN'T GET TO THE PHONE.
- 13) CHECK YOUR NEIGHBORHOOD FOR BUILDINGS OPEN TWENTY-FOUR HOURS AND FOR PUBLIC PHONES.
- 14) KEEP A LIST OF EMERGENCY AND SUPPORT NUMBERS IN A SAFE PLACE
- 15) DO NOT ISOLATE YOURSELF. MAKE A DAILY CONTACT WITH ANOTHER PERSON.
- 16) BUILD AND MAINTAIN A SUPPORT SYSTEM FOR YOURSELF.