

# Disaster Checklist:

## Your five-point plan for being legally prepared

1

**Make sure your insurance is up to date** and covers you for things like fires, storms and floods, and that you are fully insured for the complete value of your property

2

**Create an inventory list (photos optional)**, describing your home or business premises and other assets, such as machinery, stock or jewellery, along with their value and condition

3

**Get your important documents together** such as wills, titles, rental contracts, birth certificates, passport, insurance documents, Centrelink or Medicare paperwork

4

**Put your documents kit in a weather-proof place**, such as a fireproof safe at home, a safety deposit box, email them to yourself or store electronic or hard copies at a different location

5

**Keep a list of emergency contacts** you may need for dealing with recovery from a natural disaster, including:

**Disaster Legal Help Victoria**  
on **1800 113 432**



Disaster  Legal Help

Visit [disasterlegalhelp.org.au](https://disasterlegalhelp.org.au)  
for more information

