Association Hurricane Plan

Association Name: _____

Address: _____

Before Storm

Item	*Date*
Communicate to BOD	
Communicate to Residents	
Take **Before** pics of building	
Review Insurance Policy	
Update BOD emergency phone numbers	
Trim trees and shrubs	
Update Vendor phone numbers	
Check Generator and fuel	
Back Up computer	
Lower pool water level	
Lower fountain water level	
Secure all outside Furniture	
Secure Building	

After Storm

Item	*Date*
Communicate to BOD	
Communicate to Residents	
Take **After** pics of building	
Call Insurance Agent	
Check Generator and fuel	
Check Elevator	
Check Fire system	
Debris removal	

Account and Vendor Information

Item	Account and Phone Numbers
Bank Account	
Bank Account	
Vendors:	
Fire Alarm	
Generator	
Waste Management	
Landscaping	
Elevator	
Cable	
Cleaning	
FPL	
Phones	
Water	