

Factsheet 1: High-Risk Weather Season – Preparation

Survival Plan

The ACT Government and ACT Emergency Service Agency encourage you to create a preventative Survival Plan.

For more information about putting together a Survival Plan, go to **the ACT Emergency Services** website at esa.act.gov.au/survival-plan

What can you do to legally prepare?

There are things you can do to legally prepare for an emergency. For example:

- make sure your home and contents insurance is up-to-date and you have the appropriate level of cover
- create an inventory of your property to help with any future insurance claim – you could use the **Disaster Legal Help Victoria Insurance Inventory Checklist** available at www.disasterlegalhelp.org.au
- put together a folder of all your important documents.

What important documents should I compile?

If you need to leave quickly, you might not have time to find your important documents. It's worth taking the time to store all your important documents somewhere safe and easily accessible. You could:

- put together a **hard copy folder** with all originals and any copies of your important documents
- scan and save your documents **electronically** on a USB, upload them to the cloud or simply email them to yourself.

Some documents you should include are:

- Passport
- Drivers licence

- Marriage and Birth certificates
- Wills
- Powers of attorney
- Land and/or house title or certificate
- Mortgage papers
- Rental/leasing documents for home or business rentals
- Current insurance policies and contact details
- Centrelink paperwork
- Rates notices
- Superannuation and investment details
- Employment contract (workers)
- Important business papers (small business)
- Tax file number
- Medicare number
- Health insurance fund number
- Bank account and credit card numbers
- A list of emergency contact numbers including family and friends.

If you have concerns about high-risk weather season, how to legally prepare, or what your rights and obligations are, please call the **free Legal Aid Helpline** on **1300 654 314**.

This information has been updated as of November 2024.

Legal Aid ACT acknowledges it has reproduced some of this information from the Disaster Legal Help Victoria website – www.disasterlegalhelp.org.au.