



## Ready For Anything

*Plan to Stay in Business*

### Could You Survive Another Disaster?

Your building has been totally destroyed, you didn't get anything out and you can't get back in. The reasons do not matter:

- How long would it take to replace your building (or relocate), replace your critical equipment and reopen?
- With your building destroyed, your income stopped and given your answer to #1, how long would you survive with the funds *you have now*?
- Do you know what insurance(s) you have and are they enough to restart your business? How long would it take for you to get those funds?
- Do you have pictures of your current facility, a complete inventory of equipment and copies of your insurance policies stored off site to facilitate your claims for damages?
- Do you have your names and contact information for the parties needed to rebuild your facility, replace your equipment and restart your business?
- Do you have a way to inform your customers and others who need to know what happened and what do you tell them?
- What legal documents, vital records and special forms do you need to operate your business and how soon could you have them replaced if destroyed?
- Do you have backups of your PC data stored off site, how long would it take to get new hardware and do you know how to restore your data on new hardware?
- Do you have a written plan for how to recover from this or other disasters?
- Where do you go for help?