

# Pre-Evacuation Checklist

When wildfire threatens, follow these last-minute steps to reduce damage to your property.

## 1. STAY SAFE, MONITOR CONDITIONS AND GET ALERTS FOR YOUR AREA

- Always evacuate if you feel it is unsafe to stay. DO NOT wait to receive an emergency notification if you feel threatened by a fire.
- Download the FEMA App and receive real-time alerts from the National Weather Service for up to five locations nationwide.
- Sign up for community alerts in your area and be aware of the Emergency Alert System (EAS) and Wireless Emergency Alert (WEA), which require no sign up.

## 2. KNOW YOUR EVACUATION ZONE

- You may have to evacuate quickly. Know your community's emergency response plan and have a plan for where to go.
- Follow instructions from local authorities. They will provide the latest recommended routes when leaving your area.

## 3. SHUT OFF GAS SUPPLY TO YOUR PROPERTY

It's standard practice by emergency response to shut off the gas supply to prevent feeding a fire. Doing so yourself reduces risks to your property.

- Shut off gas at the meter. Turn the handwheel clockwise to close any valves.
- Turn off pilot lights. Close all appliance valves and gas valves inside the structure.
- Do not move propane cylinders anywhere near a structure.
- If you have a large propane tank, close the supply valve on the tank.

## 4. CLOSE ALL DOORS AND WINDOWS

- Closing doors and windows can prevent embers from entering the structure and igniting combustible materials, burning it down from the inside out.

## 5. REMOVE FLAMMABLE CURTAINS AND WINDOW COVERINGS

- Close metal shutters if you have them.

## 6. TURN OFF AIR CONDITIONING

- This will prevent outside smoke from entering and causing preventable damage.

## 7. LEAVE YOUR PROPERTY EASILY SEEN AND ACCESSIBLE FOR FIREFIGHTERS

- Leave your exterior lights on so firefighters can see your building under smoky conditions.

**IF TIME ALLOWS, CONSIDER THE ADDITIONAL STEPS ON THE FOLLOWING PAGE.**

## **IF TIME ALLOWS, CONSIDER THESE ADDITIONAL IMPORTANT STEPS**

### **8. DOUBLE-CHECK YOUR BUILDING IGNITION ZONE**

Remove combustible materials from the 0–5 ft zone around your structure, called the building ignition zone or noncombustible zone.

- Clear dead plants, weeds, grass or any other combustible materials on and under your deck, and within 5 feet of your building.
- Move flammable items on your deck and around your building—such as toys, patio furniture, door mats, and trash cans—into your building.
- Move propane tanks used with barbecue grills away from your building. If you are evacuating, place propane tank at least 30 feet away from the structure. Remove weeds and other debris from area around large stationary propane tanks (125 gallons water capacity or more) so there is no combustible material near tank.
- If you have a combustible fence that attaches to your building, secure the gate in an open position. Also clear vegetation and debris under and within 1 foot of fence line in the area within 5 feet of your building.

### **9. REMOVE DEBRIS FROM YOUR ROOF AND GUTTERS AND LEAVE THE LADDER**

- If time allows, clean the gutters. If not, place a ladder near or against your building to allow firefighters quick access to your roof if needed.

### **10. COVER AND CLEAN VENTS**

If you have screens covering vents in your attic or crawl space, remove any debris buildup. If you don't have screens, cover vents with duct tape or metal to block embers from entering.

- If you have vent screens, remove any debris buildup.
- If you don't already have screens, cover all outdoor vents with duct tape, metal, or pre-cut plywood to block embers from entering. These covers should be removed once the fire and ember threat passes.
- Seal dryer vents and wall-mounted make-up air openings for furnaces with metal tape or duct tape.
- If time allows, move combustible materials inside your building as far away as possible from vents.

### **11. CONSIDER WATER**

- Connect garden hoses to the spigots but do not leave sprinklers on. It can negatively affect water pressure. Leave buckets of water around your building.

**FOR MORE ON WILDFIRE PREPAREDNESS  
VISIT [DISASTERSAFETY.ORG](https://disastersafety.org)**

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