

P PLAN. PREPARE. PREVAIL.



A Disaster Financial Readiness & Recovery Blueprint

SMALL BUSINESS PRE-DISASTER FINANCIAL CHECKLIST

Be prepared for when disasters strike. The Federal Reserve Bank of Kansas City has developed this quick disaster preparedness checklist to help you gather important financial information:

- ❑ Complete the Federal Reserve Financial Form
 - ❑ Important documents and back-ups
 - ❑ Business financial records and back-ups
 - ❑ Tax returns for the last three years
- ❑ Understand current insurance policies and reassess annually
 - ❑ Do you have coverage for leased or owned equipment?
 - ❑ Do you need business interruption insurance?
- ❑ Complete an inventory of your property and contents
- ❑ Have a relationship with your bank
- ❑ Develop an emergency financial fund to cover insurance deductibles, short term and reopening costs

Visit www.kansascityfed.org/community/disaster-preparedness-and-recovery/ to find links and resources to help you be financially prepared for a disaster.

*“At every disaster, I always hear,
‘I never thought it could happen here or to me.’”*

–FEMA liaison