

To: _____
Residents Name Lot Number Date

From: CCA Emergency Preparedness CO-ZONE Leader _____

For Zone _____

My Contact information Follows:

(address) (phone) (email)

Subject: Collection of Resident Emergency Point of Contact Information

(1) Please review the attached Most recent Zone Roster for ZONE _____

(2) Please:

- a. Provide your email address and preferred phone number.
- b. Pick and write in one of your neighbors to be YOUR EMERGENCY Neighbor Point of Contact/Zone Buddy. This person should know how you can be reached should you be out of town. Consider providing them with the details on how to shut off your utilities and potentially how to access your home in case of an emergency (example frozen pipe).
- c. Provide your EMERGENCY Family Point of Contact, relationship and phone number.

(a) your email Preferred/most used Phone Number

(b)Neighbor Point of Contact Name Preferred Phone Number
(Zone Buddy)

Family Point of Contact Name Relationship Preferred Phone Number

(3) You can provide me the information by emailing me a photo of it, calling me or dropping it off on my porch –place under the mat. I'll ensure the information gets added to our ZONE ROSTER.