

# Miscellaneous Resources



Institute for Catastrophic  
Loss Reduction  
Building resilient communities

Use this form to list the basics to make your recovery site operational, such as office furniture, safes, mail bins, and other items needed for the recovery location. Consider any unique recommendations for people with special needs.

*Save a blank version of this form so you can make additional copies as needed.*

Item	Quantity	Primary Supplier/Vendor	Alternate Supplier/Vendor	Recovery Install Location
Chairs				
Desks				
Extension cords				
Drop cords				
Surge protectors				
Power strips				
File cabinets				
Mail bins				
Portable air conditioners/fans				
Safes				
Tables				
Waste baskets				
Other (Explain)				



A program of the Insurance Institute  
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