

Keep Plan Intact. Use Clipboard or Binder. Place in Easy-to-Find Location.

PRIORITY ITEMS OF VALUE TO SAVE

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Attach: Floor Schematic Depicting Location of Items

Assigned Emergency Tag Item Number (i.e. 1,2,3)	Emergency Tag Placed (check if placed)	Item	Exact Location	Description – Brand/Model	UH Decal #	Optional: Acquired Date & Vendor & Serial #

DEPT. EMERGENCY PLAN SECTION:

PRIORITY ITEMS OF VALUE

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