

Family Emergency Plan

Complete this form and keep copies in a safe, accessible location

IMPORTANT: This plan should be completed by all family members who may be at risk.
Review and update this document every 6 months or when circumstances change.

1. Family Information

Head of Household: Date Completed:

Address:

City: State: ZIP:

2. Emergency Contacts

List trusted people who can help in an emergency. They should have copies of this plan.

Contact 1:

Name: Relationship:

Phone: Alt Phone:

Address:

Contact 2:

Name: Relationship:

Phone: Alt Phone:

Address:

Contact 3:

Name: Relationship:

Phone: Alt Phone:

Address:

3. Children Information

Complete for each child. Include school contact information and any special needs.

Child 1:

Full Name: DOB: US Citizen?
School: School Phone:
Special Needs/Medical:

Child 2:

Full Name: DOB: US Citizen?
School: School Phone:
Special Needs/Medical:

Child 3:

Full Name: DOB: US Citizen?
School: School Phone:
Special Needs/Medical:

4. Designated Caregiver for Children

This person will care for your children if you are detained. Consider completing a Power of Attorney.

Primary Caregiver:

Name: Relationship:
Phone: Address:

Alternate Caregiver:

Name: Phone:

5. Important Documents Location

Record where important documents are stored. Keep originals in a safe place; give copies to trusted contacts.

Document	Location	Copy Given To
Birth Certificates	<input type="text"/>	<input type="text"/>
Passports	<input type="text"/>	<input type="text"/>
Social Security Cards	<input type="text"/>	<input type="text"/>
Immigration Documents (Visa, Green Card, Work Permits)	<input type="text"/>	<input type="text"/>
Marriage Certificate	<input type="text"/>	<input type="text"/>
Power of Attorney	<input type="text"/>	<input type="text"/>
Medical Records	<input type="text"/>	<input type="text"/>
School Records	<input type="text"/>	<input type="text"/>
Financial Documents (Bank Info, Deeds)	<input type="text"/>	<input type="text"/>
Insurance Policies	<input type="text"/>	<input type="text"/>

6. Financial Information

Bank Name: Account #:

Person with access to accounts:

7. Attorney Information

Immigration Attorney:

Phone:

Email:

A-Number (if applicable):

8. Know Your Rights

1. You have the right to remain silent. You do not have to answer questions about your immigration status.
2. You have the right to speak with an attorney before answering any questions.
3. You do not have to open your door unless ICE has a warrant signed by a judge.
4. You have the right to make a phone call if detained.
5. You have the right to a bond hearing in most cases.

9. If Detained - Action Steps

- Step 1:** Stay calm. Do not resist or run.
- Step 2:** Say: 'I wish to remain silent. I want to speak with an attorney.'
- Step 3:** Do not sign any documents without an attorney present.
- Step 4:** Memorize your emergency contact's phone number.
- Step 5:** Ask to make a phone call as soon as possible.
- Step 6:** Tell your attorney or family member which facility you are being held at.

Need Legal Help? Contact Amaral Law

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