



**Miscellaneous Resources**

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.

*You can download copies of this form from: [http://www.disastersafety.org/business\\_protection](http://www.disastersafety.org/business_protection).  
Save a blank version so you can make additional copies as needed.*

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